
5:30 p.m. – Work Session

No motions or decisions will be considered during this session, which is open to the public.

6:00 p.m. – Council Meeting (*Council Chambers*)

A. Welcome & Roll Call

B. Pledge of Allegiance – Steve Brooks, City Administrator

C. Invocation – TBA, by invitation

D. Public Comment

(This is an opportunity to address the City Council regarding your concerns or ideas. No action will be taken during public comment. Please try to limit your comments to three minutes.)

E. Presentations and Reports

1. Mayor's Report
2. City Council Assignment Reports

F. Consent Items

1. Consideration to approve meeting minutes from:
January 17, 2023 Council Work Session
January 17, 2023 Council Meeting

G. Action Items

1. Consideration to approve Resolution #2023-08 amending Personnel Policies Handbook policy 7-4 Appeals of Discipline/Grievance/Open Communication.
2. Consideration of Ordinance #962 to approve Hammart Small Subdivision plan and plat, located at approximately 5759 S. South Weber Drive, Riverdale, Utah 84405, as requested by Alexis Hammer, Scott Hammer, and Marino Martinez.
3. Consideration to approve Final Site Plan for Riverdale Townhomes residential apartments project, located at approximately 4086 South 300 West, Riverdale, Utah 84405, as requested by Riverdale Center North, LLC and AWA Engineering.
4. Consideration of Resolution #2023-09 implementing an updated Emergency Operations Plan.
5. Discussion regarding upcoming budget/planning meeting.

All items presented by Steve Brooks, City Administrator/Attorney

H. Comments

1. City Council
2. City Staff
3. Mayor

I. Adjournment

Certificate of Posting

The undersigned, duly appointed City Recorder, does hereby certify that the above notice and agenda was posted within the Riverdale City limits on this 30th day of December 2022 at the following locations: 1) Riverdale City Hall Noticing Board 2) the City website at <http://www.riverdalecity.com/> 3) the Public Notice Website: <http://www.utah.gov/pmn/index.html> and 4) A copy was also provided to the Standard-Examiner.

Michelle Marigoni
Riverdale City Recorder

****The City Council meeting on February 7, 2023 is viewable electronically and may be accessed by clicking on the link below. The regular City Council Chambers will be available for in person participation with recommended social distancing followed. The Agenda for the meeting is also attached above. ****

https://www.youtube.com/channel/UCegcYe-pIXSRZGd5llencvA/videos?view_as=subscriber

Minutes of the **Work Session** of the **Riverdale City Council** held Tuesday January 17, 2023, at 5:30 p.m., at the Civic Center in the Council Chambers, 4600 S Weber River Dr., Riverdale City, Weber County, Utah.

Present:

City Council:	Braden Mitchell, Mayor Alan Arnold, Councilmember Bart Stevens, Councilmember Steve Hilton, Councilmember Anne Hansen, Councilmember Karina Merrill, Councilmember
City Employees:	Steve Brooks, City Administrator/Attorney (via Webex) Mike Eggett, Community Development Director Shawn Douglas, Public Works Director Scott Brenkman, Police Chief Jared Sholly, Fire Chief Michelle Marigoni, City Recorder
Excused:	

The City Council Work Session meeting began at 5:30 p.m. Mayor Mitchell welcomed all in attendance and noted for the record that all Councilmembers were present. Members of city staff were also present.

Public Comment:

Mayor Mitchell indicated there may be some public comment tonight regarding the rezone on the agenda.

Presentations and Reports:

Mayor's Report

Mayor Mitchell noted the new budget season is about to start and asked council members to think about what type of strategic budget meeting they would prefer.

City Administration Report

- a. **Department Reports November/December**
- b. **January Anniversaries Employee Recognition**
- c. **Staffing Authorization Plans**
- d. **Community Development Report**

Consent Items

1. **Consideration to approve meeting minutes from:**
January 3, 2023 Council Work Session
January 3, 2023 Council Meeting

((No changes to minutes))
2. Advice and consent regarding the reappointment of planning commissioners Kent Anderson and Wanda Ney. Mayor Mitchell asked if there were any questions. There were none.
3. Advice and consent regarding the appointment of a new planning commissioner to fill a vacant position. Celeste Noland will be appointed to finish the remainder of Mr. Wingfield's term.

Action Items

1. **Consideration of Resolution #2023-06 approving a master agreement between Riverdale City and the Utah Department of Transportation to provide for water and sewer changes resulting from the 5600 South widening project.**

Mr. Douglas explained this is a standard agreement for large projects with UDOT. The portion involving Riverdale is fairly small.

2. **Consideration of Resolution #2023-07 approving an interlocal agreement between Riverdale City and numerous other local agencies concerning a contractors list to be used for seal and board services and hazardous materials services.**

Chief Sholly explained this was approved in July, but it has been amended to add hazardous materials and to allow for Police Officers to call for board services. Mr. Stevens asked if this was a rotation or if the city has a choice on contractors. Chief Sholly said it is a rotation list, but homeowners can have a choice on the company used.

3. **Consideration of Resolution #2023-05 for a Development Agreement for property located approximately 4142 Riverdale Road, Riverdale, Utah 84405; as submitted by H & P Investments (Owner).**

Mr. Brooks said this is the same agreement that was on the previous agenda, but the owner was unavailable. The water contract was approved and this is the second half of the documentation.

4. **Consideration to un-table Ordinance #953 to approve proposed rezone request from Agricultural (A-1) Zoning to Single-Family Residential (R-1-6) Zoning for property located at approximately 3450 South Parker Drive, Riverdale, Utah, 84405 as requested by Hugh Parke.**

Mr. Eggett explained Mr. Parke asked for this item to be un-tabled. He has provided one new document which is in the packet and all other materials are the same as previous meetings. Mr. Stevens asked if they were made aware of the fact they had 90 days to return, if they were given a courtesy call or if this was grandfathered. Mr. Brooks explained the rule was not added to the Council Rules and Procedures until after the item was tabled, so it did not apply in this case. The rule will apply to any items moving forward. Mr. Brooks noted a decision must be made within 45 days if Mr. Parke requests a decision as per state law.

Ms. Hansen asked if there was a letter when the fill was being added stating there could be no development on the land until the fill was removed. She asked if this was true and if it was enforceable. Mr. Brooks said it was true, but being able to enforce it depends on if the developer can convince the council they can do enough to mitigate the issues caused by the fill.

Mr. Eggett noted three elements in the letter that must be rectified for development: **what were they? – ask Mike** However, the issue on the agenda is the rezone and not the development.

5. **Consideration of Ordinance #961 regarding proposed amended updates and corrections to the Moderate Income Housing Plan element of the Riverdale City General Plan to be in compliance with House Bill 462.**

Mr. Eggett explained there was a letter of non-compliance received, along with most other cities in the state. The department of housing and development was helpful to make it clear what they were looking for to become compliant. Alicia Gamble at the state gave the go-ahead and said the new draft is complete and compliant. There was a public hearing with the Planning Commission.

Mr. Brooks gave Mr. Eggett kudos and thanked him for his hard work on this project, as there was not much direction from the beginning. Mayor Mitchell said other cities and mayors are having a difficult time and that roads funding is tied to the report compliance.

6. **Consideration of adjourning into Closed Executive Session pursuant to the provisions of Section 52-4-205 of the Open and Public Meetings Law for the purpose of discussing the character, professional competence, or physical or mental health of an individual. (roll call vote)**

Comments

1. City Council:
2. City Staff:
3. Mayor: Mayor Mitchell said Councilor Arnold attended a meeting for him with Senator Millner and asked if he would go over that in the next meeting for the Mayor's Report.

Adjournment

Having no further business to discuss, the Work Session was adjourned at 5:56 p.m.

Date Approved:

Minutes of the Regular Meeting of the Riverdale City Council held Tuesday, January 17, 2023, at 6:00 p.m., at the Civic Center, 4600 S Weber River Dr., Riverdale City, Weber County, Utah.

Present:

City Council:	Braden Mitchell, Mayor Alan Arnold, Councilmember Bart Stevens, Councilmember Steve Hilton, Councilmember Anne Hansen, Councilmember Karina Merrill, Councilmember
City Employees:	Steve Brooks, City Administrator/Attorney (via Webex) Mike Eggett, Community Development Director Shawn Douglas, Public Works Director Scott Brenkman, Police Chief Jared Sholly, Fire Chief Stacey Comeau, HR Michelle Marigoni, City Recorder
Visitors:	

Welcome & Roll Call

The City Council meeting began at 6:00 p.m. Mayor Mitchell called the meeting to order and welcomed all in attendance, including all Council Members, City Staff, and members of the public.

Pledge of Allegiance – Anne Hansen, Councilmember

Invocation – Steve Hilton, Councilmember

Public Comment

Mayor Mitchell invited members of the public to speak.

Tammy Donohoo said she has been to several meetings with the PC and CC. She feels that no matter what an engineer says, water takes the path of least resistance. She is all for development but said if her home floods, there will be lawyers involved and she will be getting compensation.

Veldon Wardle commented that the engineer report recently submitted talked about how the river will flood to the east, not to the west. Last time the river jumped its banks it went to both sides. The engineer saying that discredits everything he has said. He is also not opposed to development there, but they have raised it 6-8 feet which is 4 feet above his lot, which will cause drainage and a swamp in his yard. The engineers didn't do a study about that and they don't care about his yard. The fill should be removed back to the original level it was. They are asking council to approve it on their word that the fill will be removed. Once the fill is actually removed, he would support a subdivision there.

Presentations and Reports

Mayor's Report

Mayor Mitchell noted it was the first day of the 2023 legislative session and asked council to keep an eye on things that will affect the city. Councilor Arnold spoke about a meeting with Senator Millner. He said her aide is Tate Warren and if anyone contacts them, they should keep the Mayor informed. They talked about a lead and copper survey in 2024. Mr. Douglas said there would need to be a survey and then follow-through with the results. Mr. Arnold said it could be expensive. They spoke about wanting to repeal SB54 involving signatures for ballots. LGBTQ items in schools will be addressed. The biggest thing from the meeting was that Mr. Warren could be contacted to get information to Senator Millner.

Mayor Mitchell reminded councilors that ULCT will start sending updates regarding the legislative session. He attended a WACOG meeting and said the transfer station is looking to raise rates, which may need to be passed on to residents. He thanked the fire department and police for the quick work on the fire at Leslie's Trailer Park. The owners of the park are now offering \$3000 to residents who move out by February 1st, and \$1500 to those who move out by March 1st. Many of the trailers have been pulled out, leaving a large amount of junk in the park, but it will be cleaned up soon.

City Administration Report

a. Department Reports November/December

Sales tax reports are showing a consistent pattern of drops each month and not keeping up with last year's sales tax amounts.

- b. **January Anniversaries Employee Recognition**
- c. **Staffing Authorization Plans**
Overall, still in good shape and filling positions
- d. **Community Development Report**

Businesses are having a hard time getting supplies and employees, causing delays in opening. Several businesses on the report are close to opening. There should be an influx of finished businesses in the next six months. Mr. Eggett said J Dawgs will be opening next Thursday if they can get their license by then.

Consent Items

1. **Consideration to approve meeting minutes from:**

January 3, 2023 Council Work Session
January 3, 2023 Council Meeting

Mayor Mitchell asked if there were any changes to the minutes from January 3. There were no changes. Councilmember Arnold made a motion to approve the minutes. Councilmember Hilton seconded the motion. All were in favor and the minutes were approved.

2. Advice and consent regarding the reappointment of planning commissioners Kent Anderson and Wanda Ney.

Mr. Egget

Councilmember AA made a motion to approve the second consent item. Councilmember KM seconded the motion. All were in favor and the consent item was approved.

3. Advice and consent regarding the appointment of a new planning commissioner to fill a vacant position.

Mayor Mitchell said he has asked Celeste Noland to fill the vacancy left by Mr. Wingfield. She has lived in Riverdale for 18 years. She had reached out to Mayor Mitchell with a book recommendation.

Councilmember AH made a motion to approve the consent items. Councilmember SH seconded the motion. All were in favor and the Celeste Noland was appointed.

Action Items

1. **Consideration of Resolution #2023-06 approving a master agreement between Riverdale City and the Utah Department of Transportation to provide for water and sewer changes resulting from the 5600 South widening project.**

Motion: Councilmember ----- made a motion to approve Resolution 2023-06 approving a master agreement between Riverdale City and the Utah Department of Transportation to provide for water and sewer changes resulting from the 5600 South widening project.

Second: Councilmember -----

Councilor Hilton:	Yes
Councilor Stevens:	Yes
Councilor Hansen:	Yes
Councilor Merrill:	Yes
Councilor Arnold:	Yes

Motion passes unanimously.

2. **Consideration of Resolution #2023-07 approving an interlocal agreement between Riverdale City and numerous other local agencies concerning a contractors list to be used for seal and board services and hazardous materials services.**

Chief Sholly explained this is an addendum to the last agreement that was approved, adding hazmat cleanup and allowing the police department to use the list.

Motion: Councilmember Hansen made a motion to approve Resolution 2023-07 approving an interlocal agreement between Riverdale City and numerous other local agencies concerning a contractors list to be used for seal and board services and hazardous materials services.

Second: Councilmember Merrill

Councilor Arnold: Yes
Councilor Merrill: Yes
Councilor Stevens: Yes
Councilor Hansen: Yes
Councilor Hilton: Yes

Motion passes unanimously.

3. Consideration of Resolution #2023-05 for a Development Agreement for property located approximately 4142 Riverdale Road, Riverdale, Utah 84405; as submitted by H & P Investments (Owner).

Mr. Brooks said this was on the agenda for the last meeting but the owner was not available. The water agreement was already completed and this is the second part of the agreements. This is a simple development agreement stating all city and state codes will be followed and that water will be provided and assigned to that particular lot.

Motion: Councilmember Arnold made a motion to approve Resolution 2023-05 approving a Development Agreement for property located approximately 4142 Riverdale Road, Riverdale, Utah 84405; as submitted by H & P Investments (Owner).

Second: Councilmember Hilton

Councilor Hansen: Yes
Councilor Arnold: Yes
Councilor Hilton: Yes
Councilor Stevens: Yes
Councilor Merrill: Yes

Motion passes unanimously.

4. Consideration to un-table Ordinance #953 to approve proposed rezone request from Agricultural (A-1) Zoning to Single-Family Residential (R-1-6) Zoning for property located at approximately 3450 South Parker Drive, Riverdale, Utah, 84405 as requested by Hugh Parke.

Mr. Eggett said this was discussed in September 2022. Mr. Parke has asked to be allowed to show some new materials.

Motion: Councilmember Arnold made a motion to un-table Ordinance #953 to approve proposed rezone request from Agricultural (A-1) Zoning to Single-Family Residential (R-1-6) Zoning for property located at approximately 3450 South Parker Drive, Riverdale, Utah, 84405 as requested by Hugh Parke.

Second: Councilmember Stevens

Discussion on motion: Ms. Hansen asked that personal comments not be made during this discussion. Mr. Arnold said it needs to be discussed and the request needs to be moving.

Motion passes unanimously, item un-tabled.

Discussion:

Mr. Arnold said if there is new material, it should have been provided to the city, but he didn't see anything new in the packet. Mr. Parke approached the podium and said there was discussion previously about looking at the base flood elevation. Ensign engineering went out and they also met with Todd Freeman, the Riverdale engineer. The findings were in the letter in the packet. According to the studies, the development will not affect flooding in Riverglen. The flooding would happen in Riverglen whether the Purin piece was developed or not. The new homes would be above the base elevation, so any flooding would not have anything to do with the subdivision being in existence. The surveys showed that the design of the subdivision would follow the same topography as the back of the Riverglen subdivision. The higher level is due to the fill brought in by the Purins, and they had planned to push the fill to the back and level it out before they received a cease and desist letter. The elevation will be coming down. Drainage coming off the subdivision would be retained on the property and they have designed drains along the south side of the property to catch water running off, if there is any. Engineers have said there should be no problems with flooding or causing flooding.

Councilor Hansen went over the concessions agreed to last time: The fill would be all removed, there would be no 2 story homes on the south side, the drainage would be done, and the grade would be done in a way that would drain properly. She asked if they were still willing to do these things.

Mr. Parke said he does not remember saying the fill would all be removed, but only from where the roads were going. Ms. Hansen said there will be massive issues within a few years if the fill is reused and there is no compaction. Mr. Parke said the helical piers would eliminate the need for compaction. The weight of the air conditioner units and gas meters would not be significant enough to need compaction. The driveways would be compacted. The area will not be over-excavated, so he is not worried about it. Ms. Hansen asked if Mr. Parke was willing to do all of the things he has said he would do thus far.

Mr. Arnold asked Mr. Brooks if the cease-and-desist letter being ignored, benefitting the property owner, why the letters are being sent and why some residents are being prosecuted for having weddings, but these are not prosecuted. Mr. Brooks said he isn't sure why, but it should have been done. Mr. Arnold asked why we don't ignore everything the city says if some things won't be prosecuted. He asked if it could still be done. Mr. Brooks said it could be if the statute of limitations has not been reached. Mr. Parke said the Purins were told they had to have a SWPPP plan in place if they were bringing dirt in. They did and then were asked to stop bringing dirt in, and that as he understood it, they stopped when they were asked. Mr. Eggett said he recalls a letter with conditions that needed to be met, but he was not privy to the conversations at the time. Mr. Arnold said three things should have been mitigated before bringing it back to council, and there is no evidence that any of them have been done. Mr. Parke said the helical piers is an approved and sustained method that mitigates the issue. Mr. Arnold said none of the city's requests have been met. Mr. Parke disagreed, as the helical piers will work fine and the fill will be compacted under the roads. Mr. Eggett said there has been no documentation from the Army Corps of Engineers or the flood plain.

Mrs. Merrill asked Mr. Brooks if there were two cease and desist letters. Mr. Brooks said he was not sure what letters were sent back then, but he did recall the city administrator asking for one. He said whatever communication was made had been ignored.

Mr. Parke said he thought they would need to bring the proof upon submitting the site plan and not at the rezone. After the rezone is complete they would prove how they could mitigate the issues.

Mr. Stevens asked who owns the property. Mr. Parke said the Purins still own it but they have a contractual interest in the land, once the necessary approvals are made they would assume the property. Mr. Stevens said perhaps Mr. Purin should be at the meetings instead of Mr. Parke representing them. Mr. Stevens said there should be a resolution and not the he-said-she-said that has been happening. He said he has looked at the property and can see what Mr. Wardle is talking about. The hill is concerning even with no basements, as it is still higher than the existing homes. Mr. Parke said the elevation will be coming down. They did not have time to level it before they were told to stop moving dirt. It will come down and meet the Riverglen subdivision. There will be the required elevation differences and slope based on the state regulations to keep water moving where it needs to go – to the river.

Mr. Parke said the design isn't even finished, as the rezone is the first step. They are trying to get past the rezone so they can begin to deal with the issues and figure out how low it needs to be. They will need to prove those three items before a subdivision plat can even be submitted.

Ms. Hansen asked Mr. Eggett if those issues are normally handled during the subdivision part and not the rezone. Mr. Eggett said it normally is, but that these facts could still be part of the rezone. She asked if the issues could be mitigated now or would normally be during the subdivision process. Mr. Eggett said it would be. Mrs. Merrill asked if these items have all been discussed. Mr. Eggett said there has been no communication regarding them. Mr. ---- said an email was sent at 5:22pm regarding the ---. Mr. Parke said he has letters from FEMA and ACoE saying everything is just fine. The fill is the only thing left, which would be a part of the subdivision and they would be checked by Mr. Douglas along the way. Though they have not been submitted, they do have resolution on all three items, which typically comes at the development time.

Dennis Peters said all of the work was submitted in November and they just got the letter this afternoon. He said it can be tabled again if council members need to look over the letters. He asked Mr. Brooks if prosecution of the Purins for the cease-and-desist violation would affect the subdivision and rezone in any way. That is a civil matter that has nothing to do with the current issue at hand. Mr. Peters said they are fine with waiting for another meeting or moving forward to the subdivision process.

Mayor Mitchell said the property had a pond and large trees, fill was brought in against the city's wishes, and now the property has 6-9 feet of extra fill on it. He thinks people have a hard time seeing the property as developable with the fill there. Another concern is that the developers get further down the road and invest more, and then not have it work out.

Cam Preston with Ensign Engineering said their analysis looks at development on the property. The impact of the development will not change the fact that the lower areas will still be below the flood plain. The subdivision will not affect the flooding that is inevitable at Riverglen. The development cannot make Riverglen come above the flood elevation.

Mr. Peters recognized there were issues with the property owner, but they can resolve it by moving the dirt and grading the land.

Mr. Arnold said he has walked in the water as it was rushing in someone's back door. The engineering report used for the Ensign letter is wrong in stating the water will go to the east and then flow back south into the river. The problem is going through the bridge where it backs up and moves into that property. There has always been a lake there. The south end of Riverglen is saturated so there is nowhere for the water to go but to the bridge, where it backs up.

There were multiple arguments between Councilor Arnold, Mr. Peters, and Mr. Preston about the flooding, engineer's reports and

Motion: Ms Hansen moved to table the rezone until the letters can be provided to Mr. Eggett regarding the three issues

Second: No second, motion dies.

Mr. Stevens talked about moving the dirt into the low spot, which is where the pond forms. Mr. Parke said the city dumps water from subdivisions there. Mr. Douglas said that is not the city, but the state. Mr. Stevens said the low spot is a natural place for the dirt to go, so filling it in would cause a problem.

Mr. Hilton said the underlying problem is that the engineering is based on FEMA and floodplain studies that are flawed, in his opinion. The reports do not fit with what he has seen there. Mr. Hilton explained what he has seen as far as the flow of the river during high water. The bridge needs to be raised or expanded to allow the water to move freely. Riverglen will flood, but the new development would exacerbate the problem. Mr. Peters argued it would not.

There was extensive further discussion regarding water and flooding.

Motion: Councilmember Hansen made a motion to deny the rezone request in order to move on.

Second: Councilmember Hilton

Ms Hansen said it has been clear that there is not going to be a majority vote on this rezone, and the circular discussions need to stop as they are not making the council look good.

Mr. Stevens said he made it clear in September what he needed to see happen in order to support the rezone. He would like to see something happen to it, as it is right now it is A-1 and four structures could be built now.

Councilor Stevens:	Yes
Councilor Hilton:	Yes
Councilor Merrill:	Yes
Councilor Hansen:	No
Councilor Arnold:	Yes

Motion to deny passes 4 to 1.

5. Consideration of Ordinance #961 regarding proposed amended updates and corrections to the Moderate Income Housing Plan element of the Riverdale City General Plan to be in compliance with House Bill 462.

Mr. Eggett explained there was a letter of non-compliance received, along with most other cities in the state. The department of housing and development was helpful to make it clear what they were looking for to become compliant. Alicia Gamble at the state gave the go-ahead and said the new draft is complete and compliant. He mentioned having eight goals rather than the minimum of three makes Riverdale a priority city for roads funding. There was a public hearing with the Planning Commission.

Motion: Councilmember Arnold made a motion to approve Ordinance #961.

Second: Councilmember Hilton

Councilor Merrill:	Yes
Councilor Arnold:	Yes
Councilor Hansen:	Yes
Councilor Hilton:	Yes
Councilor Stevens:	Yes

Motion passes unanimously.

6. Consideration of adjourning into Closed Executive Session pursuant to the provisions of Section 52-4-205 of the Open and Public Meetings Law for the purpose of discussing the character, professional competence, or physical or mental health of an individual. (roll call vote)

Motion: Councilmember ARnold made a motion to adjourn into a Closed Executive Session.

Second: Councilmember Hilton

Councilor Hilton:	Yes
Councilor Stevens:	Yes
Councilor Merrill:	Yes
Councilor Arnold:	Yes
Councilor Hansen:	Yes

Motion passes unanimously. Meeting adjourned to closed session at 7:27 pm.

Present in closed meeting: Braden Mitchell, Alan Arnold, Bart Stevens, Anne Hansen, Karina Merrill, Steve Brooks

Motion to adjourn closed session and return to open meeting:

Second:

Meeting opened at 8:07 pm.

Comments

1. City Council:

Councilor Merrill said the YCC will not be going to the legislature on 1/18.

Councilor Stevens suggested a KSL article for the council members to read about the new legislative session, and asked everyone to pay attention to the bills being addressed.

2. City Staff:

3. Mayor:

Mayor Mitchell said he asked Mr. Brooks to review the court system and provide some materials for strategic planning.

The mayor suggested everyone watch the Roy City council meetings, as they are chaotic. He thanked each council member for being professional.

Adjournment

Having no further business to discuss, Councilmember Arnold moved to adjourn the meeting. Councilmember Hilton seconded. The meeting was adjourned at 8:16 p.m.

Date Approved:

**RIVERDALE CITY
CITY COUNCIL AGENDA
February 7, 2023**

AGENDA ITEM: G1

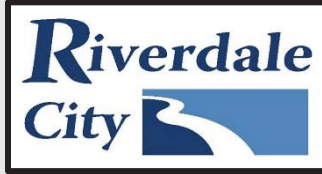
SUBJECT: Consideration to approve Resolution #2023-08 amending Personnel Policies Handbook policy 7-4 Appeals of Discipline/Grievance/Open Communication.

PRESENTER: Stacey Comeau, Human Resources

INFORMATION:

- a. [Executive Summary](#)
- b. [Resolution #2023-08](#)
- c. [Policy 7-4](#)

[BACK TO AGENDA](#)



City Council Executive Summary

For the Council meeting on:
February 07, 2023

Petitioner:
Stacey Comeau

Summary of Proposed Action

Motion to approve resolution 2023-08 amending Personnel Policies Handbook policy 7-4 Appeals of Discipline/Grievance/Open Communication.

Summary of Supporting Facts & Options

- Amending policy 7-4 in the Personnel Policies Handbook to add the Mayor as an option for employees to discuss concerns.

Legal Comments – City Attorney

Steve Brooks, Attorney

Fiscal Comments – Business Administrator/Budget Officer

Cody Cardon,
Business Administrator

Administrative Comments – City Administrator

Steve Brooks,
City Administrator



RESOLUTION NO. 2023-08

**A RESOLUTION ADOPTING AN AMENDMENT TO THE RIVERDALE CITY
PERSONNEL POLICIES & PROCEDURES HANDBOOK**

WHEREAS, Riverdale City has previously adopted a Personnel Policy Handbook which includes Employee Personnel Policies and Procedures; and

WHEREAS, it is necessary, from time to time, to make amendments to the Personnel Policy Handbook to supplement, change, clarify, or revise certain sections of the Handbook; and

WHEREAS, the City Council has reviewed the affected sections of the Personnel Policy and has determined a need to amend said sections; and

WHEREAS, the City finds the amendment of this policy to be in the best interest of Riverdale City and the employees of Riverdale City; and

WHEREAS, this amendment to the Personnel Policy Handbook will be made available to all City employees.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the City Council of the City of Riverdale that the amendment to the Riverdale City Personnel Policies Handbook as set forth in the attached Exhibit A (Chapter 7 - Employee Conduct, Section 4 - Appeals of Discipline/Grievance/Open Communication), is hereby adopted and the Policy Handbook shall be amended with these changes incorporated therein and now read as outlined in said Exhibit A, as an amendment to the policy.

All other title, chapters, sections, and terms in the Personnel Policy Handbook shall remain the same, in full force and effect, unless specifically amended hereby.

This resolution shall take effect immediately upon its adopting and passage.

PASSED AND ADOPTED this _____ day of February, 2023

Braden Mitchell, Mayor

Attest:

Michelle Marigoni, City Recorder

VOTE:

Alan Arnold	___ Yea	___ Nay	___ Absent
Bart Stevens	___ Yea	___ Nay	___ Absent
Steve Hilton	___ Yea	___ Nay	___ Absent
Anne Hansen	___ Yea	___ Nay	___ Absent
Karina Merrill	___ Yea	___ Nay	___ Absent

Exhibit A

7- 4 Appeals of Discipline/Grievance/Open Communication

At Riverdale City, we believe that communication is at the heart of good employee relations. Employees should share their concerns in writing, seek information, provide input, and resolve work-related issues by discussing them with their supervisors until they are fully resolved. It may not be possible to achieve the results an employee wants, but the supervisor needs to attempt to explain in each case why a certain course of action is preferred. If an issue cannot be resolved at this level, the employee is welcome to discuss the issue with the department head. The supervisor should set up a time as soon as possible for both of them to meet with the department head. If the employee's concern cannot be resolved with the department head, the employee may discuss it with the City Administrator, the Human Resource Manager or the City Attorney or the Mayor individually or collectively. The department head should schedule that meeting for the employee as soon as possible.

Regardless of the situation, employees should be able to openly discuss any work-related problems and concerns without fear of retaliation. Department heads and supervisors are expected to listen to employee concerns, encourage their input, and seek resolution to the issues and concerns. Often this will require setting a meeting in the near future. Department heads and or supervisors are to set these meetings as quickly as possible, and employees are expected to understand that issues and concerns may not always be addressed at the moment they arise. Discussing these issues and concerns with management will help to find a mutually acceptable solution for nearly every situation.

If an employee has a concern about discrimination and or harassment, Riverdale City has set up special procedures to report and address those issues. The proper reporting procedures are set forth in the Sexual Harassment/Discrimination Policy 13-3.

**RIVERDALE CITY
CITY COUNCIL AGENDA
February 7, 2023**

AGENDA ITEM: G2

SUBJECT: Consideration of Ordinance #962 to approve Hammart Small Subdivision plan and plat, located at approximately 5759 S. South Weber Drive, Riverdale, Utah 84405, as requested by Alexis Hammer, Scott Hammer, and Marino Martinez.

PRESENTER: Mike Eggett, Community Development

INFORMATION:

- a. [Executive Summary](#)
- b. [Ordinance #962](#)
- c. [Hammart Small Sub Plan CC Review – 20230201](#)
- d. [Dept Staff Reports – CC Hammart Sub Plan \[20230131\]](#)
- e. [Hammart – City Eng 2023 02 01 Review #2 approval rec](#)
- f. [Planning Commission minutes from 12 27 2022](#)
- g. [Hammart Subdiv Amend Update App – 20221207](#)
- h. [Engineers Updated Cost Estimate 20230201](#)
- i. [Hammart City Eng cost est – rec approval](#)
- j. [Hammart UDOT permit](#)
- k. [2023.2.1 Hammart Updated Final Plat](#)
- l. [2023.02.02 Hammart UDOT Site Plan](#)

[BACK TO AGENDA](#)



City Council Executive Summary

For the Council meeting on: 2-7-2023

Petitioner: Alexis and Scott Hammer, Marino Martinez
Represented by Alexis and Scott Hammer

Summary of Proposed Action

Alexis and Scott Hammer have applied for a Residential Subdivision Site Plan and Plat review and approval for the proposed Hammart Subdivision development located at approximately 5759 S. and 5761 S. South Weber Drive in the Single-Family Residential (R-1-10) zone.

On December 27, 2022, this proposed small subdivision and site plan was reviewed and discussed by the Planning Commission. At the conclusion of the discussion, the Planning Commission approved the plan and plat and provided a favorable recommendation to the City Council for approval of the subdivision plan and plat. A public hearing is not required to consider this proposed subdivision.

Following the presentation and discussion of the final site plan and plat proposal, the City Council may make a motion to approve the site plan and plat, approve with additional requirements, table the matter (to allow more time to refine the application and resolve outstanding issues), or not approve the proposed Hammart Subdivision site plan and plat with the appropriate findings of fact. Should this proposal receive approval by the City Council, then the site plan and plat would move forward with mylar production, signatures, and recording with the Weber County Recorder's office.

Title 10 Ordinance Guidelines (Code Reference)

This Residential Subdivision Site Plan and Plat review is regulated under City Code 10-21 "Subdivisions" and is affected by City Codes 10-9B "Single-Family Residential Zones (R-1-10)", 10-14 "Regulations Applicable to All Zones", and 10-15 "Parking, Loading Space; Vehicle Traffic and Access".

The petitioner's properties are currently listed in the County Records under the ownership of Marino Management Services & Hammer Rentals LLC. This property is currently being used as a single-family dwelling residential lot with existing accessory building. The intent is to demolish the existing accessory building and allow for the potential to construct a new residential dwelling on this location.

Attached with this executive summary is a supplementary document addressing items on the Preliminary Site Plan application and as directed by 10-21 of the City Code. Also attached, following this executive summary, are comments from the contracted City Engineer, Public Works Department, Fire Department, and Police Department. The Council should discuss these summaries and any noted Planning Commission and/or staff concerns.

Staff encourages the City Council to review this matter, including concerns outlined herein, and then discuss with the petitioner concerns associated with this application. Staff would then recommend that the City Council make a motion to approve the site plan and plat, approve with additional requirements, table the matter (to allow more time to refine the application and resolve outstanding issues), or not approve the proposed Hammart Subdivision site plan and plat with the appropriate findings of fact.

General Plan Guidance (Section Reference)	
The General Plan use for this area is currently set as “Agricultural” and this proposed project complies with this proposed land use.	
Legal Comments – City Attorney	
	<div>_____</div> Steve Brooks, Attorney
Administrative Comments – City Administrator	
	<div>_____</div> Steve Brooks, City Administrator



ORDINANCE NO. 962

AN ORDINANCE CREATING A SUBDIVISION KNOWN AS THE RIVERDALE SHOPKO SUBDIVISION, IN THE CITY OF RIVERDALE, WEBER COUNTY, STATE OF UTAH AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, The City of Riverdale (hereinafter "City") has received a request for an amended subdivision, located at approximately 5759 So. and 5761 So., South Weber Drive, known as the "Hammar Small Subdivision," at the request of Alexis and Scott Hammar (herein Petitioner), of a certain parcel of land hereinafter described in detail on the attached Exhibits, for a small residential subdivision and development; and

WHEREAS, the petitioner has complied with all the requirements set forth in Utah Code and the Riverdale City Code (Title 10 Chapter 21, where required) concerning subdivision creation; and

WHEREAS, the petitioner of the said parcel of land, has received a recommendation of approval for said subdivision from the Riverdale City Planning Commission (December 27, 2022) during a public meeting; and

WHEREAS, the City Council now desires to approve the subdivision and formally recognize and order that said subdivision be recorded with the Weber County Recorder's Office; and

WHEREAS, it is in the best interest of Riverdale City to allow the proposed subdivision and to do so will promote health, safety and the general welfare of the community; and

NOW THEREFORE, BE IT HEREBY ORDAINED AND ENACTED BY THE CITY COUNCIL OF THE CITY OF RIVERDALE:

Section 1. Subdivision Plat. Be it hereby ordained by the Riverdale City Council that the site, located at approximately 5759 So. and 5761 So., South Weber Drive, be amended to create the "Hammar Small Subdivision," for the proposed location, pursuant to the attached description and maps, as set forth on the attached Exhibit(s).

Section 2. That said subdivision be recognized and recorded in the Office of the Weber County Recorder.

Section 3. Severability. If any provision of this ordinance is declared invalid by a court of competent jurisdiction, the remainder shall not be affected thereby.

Section 4. This ordinance shall take effect immediately upon its adoption and posting.

PASSED, ADOPTED, AND ORDERED POSTED this _____ day of February, 2023.

Braden Mitchell
Riverdale City Mayor

Attest:

Michelle Marigoni
City Recorder

VOTE:

Alan Arnold	___ Yea	___ Nay	___ Absent
Bart Stevens	___ Yea	___ Nay	___ Absent
Steve Hilton	___ Yea	___ Nay	___ Absent
Anne Hansen	___ Yea	___ Nay	___ Absent
Karina Merrill	___ Yea	___ Nay	___ Absent

(Plat)

[illegible]

Exhibit B

LEGAL DESCRIPTION

BOUNDARY DESCRIPTION

PART OF THE NORTHWEST QUARTER OF SECTION 19, TOWNSHIP 5 NORTH, RANGE 1 WEST, SALT LAKE BASE AND MERIDIAN, U.S. SURVEY, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT, SAID POINT BEING SOUTH 89°09'46" EAST 835.06 FEET ALONG THE SECTION LINE AND SOUTH 00°50'14" WEST 1091.25 FEET FROM THE NORTHWEST CORNER OF SAID SECTION 19 (SAID NORTHWEST CORNER BEING NORTH 89°09'46" WEST 2541.87 FEET FROM A WITNESS CORNER TO THE NORTH QUARTER CORNER OF SAID SECTION 19); THENCE SOUTH 15°47'00" EAST 137.03 FEET; THENCE SOUTH 37°00'00" EAST 42.25 FEET; THENCE SOUTH 53°20'20" WEST 156.88 FEET; THENCE NORTH 65°36'00" WEST 79.81 FEET; THENCE NORTH 05°55'00" WEST 143.92 FEET; THENCE NORTH 66°52'59" EAST 83.96 FEET; THENCE NORTH 55°39'24" EAST 88.95 FEET TO THE POINT OF BEGINNING.

CONTAINING 33,446 SQUARE FEET OR 0.768 ACRES.



Site Plan and Plat Review – Hammart Small Subdivision, 5759 and 5761 S. South Weber Drive

Completed by Mike Eggett, Community Dev. Director on 12/21-22/2022 and 2/1/2023

Recommendation: City staff recommends that the City Council examine and review this proposed small subdivision review. Items of consideration or note have been highlighted in yellow for potential discussion purposes. City staff recommends that the City Council act accordingly to approve the proposed site plan and plat, approve the site plan and plat with additional comments or concerns to be addressed by the developer, or not approve the site plan and plat proposal for the Hammart Small Subdivision project.

Date Plan Submitted to City: (Must be at least two weeks prior to Planning Commission meeting)	December 7, 2022, updated on January 24, 2023
Date Application Submitted to City:	December 7, 2022
Date Fee Paid:	Paid on December 7, 2022 (see receipts for details)
Subdivision/Site Plan – Preliminary Requirements	Departmental Review Comments
<i>COVER SHEET</i>	
<u>Title Block</u>	
Project name and address	Project name and addresses shown
Property Owner's name, address, and phone number	Property Owner's name, address shown on plat; phone number shown on site plan
Developer's name, address, and phone number	Property Owner's/Developer's name, address shown on plat; phone number shown on site plan
Approving agency's name and address: Utility companies as applicable	Riverdale City name and address information shown as approving agency on site plan exhibit; <u>approving utility companies information not shown if applicable</u>
Consulting Engineer's name, address, and phone number	Reeve and Associates, Inc., 5160 S. 1500 W., Riverdale, Utah 84405, 801-621-3100
Licensed Land Surveyor's name, address, phone number, signature, and seal	Reeve and Associates, Inc., 5160 S. 1500 W., Riverdale, Utah 84405, 801-621-3100; surveyor's seal shown; <u>signature not yet shown on plat but anticipated on final plat</u>
Date	Yes – February, 2023

Revision block with date and initials	Revision notes space provided on site plan in top left corner
Sheet number and total sheets	2 sheets (site plan and plat)
<u>General</u>	
Street names	Shown – South Weber Drive
Layouts of lots with lot numbers and addresses	2 lots shown with addressing identified on plat
Adjacent tract ownership and tax identification numbers	Tract ownership names and tax ID shown
Scale (minimum 1"=50' to 1"=10')	Yes, scale is shown as 1"=20' on plat and site plan
North arrow	Yes
Existing easements, structures, and utility lines: Approval to cross, use, or relocate	Existing and new easement locations identified; existing structures on site shown on site plan; existing utility lines shown
Space for notes	Yes, provided
Contours	Shown on site plan
Public areas	Public areas identified where applicable; future curb, gutter, and sidewalk identified and referred to on Note 3 on site plan document
<u>Vicinity Map</u>	Provided on Site Plan sheet
Street names	Shown
Site location	Shown
North arrow	Shown
Scale	Note of "Not to Scale"
<i>PLAT SHEET</i>	
<u>Title Block</u>	
Project name and address	Project name and addresses shown
Approving Agency's name and address	Property Owner's name, address shown on plat; phone number shown on site plan
Consulting Engineer's name, address, and phone number	Reeve and Associates, Inc., 5160 S. 1500 W., Riverdale, Utah 84405, 801-621-3100
Consulting Engineer's stamp, signature, and license expiration date	Engineer's stamp provided; <u>license expiration date and signature not yet shown on site plan but anticipated on final approved site plan</u>
Date	Yes – February, 2023

Names of approving agents with titles, stamps, signatures, and license expiration dates	Space for names of approving agents, titles, stamps, signatures made available; <u>stamps and signatures not shown at this time, unknown if Weber County Surveyor signature required for plat</u>
Names of approving departments (Attorney, Planning Commission, Mayor, Engineer)	Yes – shown
<u>Layout</u>	
Street Names	Shown – South Weber Drive
Layouts of lots with lot numbers	2 lots shown, lot 1 and 2 identified
Bearings and distances for all property lines and section ties	Shown, defer to City Engineer review
Boundary and Legal description	Shown, defer to City Engineer review
Adjacent tract ownership and tax identification numbers	Tract ownership names and tax ID shown
Scale (minimum 1"=50')	Yes, scale is shown as 1"=20' on plat
North arrow	Yes
Owner's dedication certificate for subdivision (Notary Acknowledgement)	Shown
Landscaping (location and type with area calculations)	Landscape plan and area calculations not applicable
Location of exterior lighting devices, signs, and outdoor advertising	No exterior lighting devices or subdivision signs anticipated
Location of underground tanks, dumpsters, etc	No underground tanks or dumpsters anticipated for this site
<u>Additional Information</u>	
Benchmark	Shown, defer to City Engineer review
Basis of bearings	Shown, defer to City Engineer review
Legend	Yes, shown
<i>SITE PLAN SHEET SUMMARY</i>	
<u>New and Existing Buildings</u>	
Height and Size	New building - Height = <u>range of height unknown at this time</u> ; Building size = unknown at current time; existing buildings and accessory building sizes identified; <u>may inquire for more details about the planned structures</u>
Location, setbacks, and all dimensions	Front – all building setbacks unknown at this time; all building footprints need to meet R-1-10 zoning requirements

Type of construction	<u>Unknown building materials and types of construction at this time; may inquire for more information</u>
Type of occupancy and proposed uses	Single family residential uses
Show handicapped access	Not applicable
<u>New and Existing Walls and Fences</u>	
Location, design, and height	Existing fence identified; no new fences/walls appear to be planned for site
Materials proposed for construction	No new fences/walls appear to be planned for site
<u>New and Existing Ingress and Egress</u>	
Location and size of points of ingress and egress for motor vehicles and internal use	Yes, shown
Circulation pattern	Not applicable
<u>New and Existing Streets</u>	
All access points	Yes, this is shown
Center lines	Yes, this is shown
Right-of-way lines	Shown, identified and called out as r-o-w
Face of curb lines	<u>This is not shown; refer to note 3 on site plan regarding future installation of curb and gutter on the street</u>
Centerline slope	Shown as applicable
Signing and striping	<u>Roadway striping, if any impact created, should be coordinated with public works</u>
Light poles	Not applicable
Street lights	No new lighting needed, except as req by UDOT
Street name signs	Not applicable
Stop signs	Not applicable
UDOT approval (if required for project)	South Weber Drive is a UDOT roadway; UDOT approval has been provided for this project
Sidewalk (4' side with 4" of road base or 6' side with 6" of road base through the approach)	Future sidewalk location and information noted on note 3 of site plan document notes; cross section detail shown on page 2 of site plan documents
Planting Strip	No proposed planting strip identified at this time due to no planned install of curb, gutter, and sidewalk, see note 3 on site plan document
<u>New and Existing Storm Drainage</u>	

Top of curb elevations	Not shown, see note 3 on site plan document, defer to City Engineer
Slope of gutter	Not shown, see note 3 on site plan document, defer to City Engineer
Manholes	Not shown
Invert elevations	Shown, <u>defer to City Engineer</u>
Length, size, slope, and type of mains and laterals	Shown on site plan, <u>defer to City Engineer</u>
Location of catch basins	Not shown, as applicable
Ditches, location and ownership	No ditches or waterways of note
Approval to pipe, reroute or use	Other than future City approval, unknown if other approval required; defer to City Engineer
Calculations for retention system	Runoff calculations provided, <u>defer to City Engineer</u>
Method of storm water clean-up	No SWPPP provided and may not be applicable per PW Director, <u>defer to PW Director</u>
<u>New and Existing Sanitary Sewers</u>	
Manholes	Existing shown
Invert elevations	Defer to City Engineer
Length, size, type, and slope of mains and laterals	Shown on site plan, <u>defer to City Engineer</u>
<u>New and Existing Water Lines</u>	
Length, size, type, and slope of mains and laterals	Shown, <u>defer to City Engineer</u>
Location, size, and type of water meters, valves, and fire hydrants	Water meter locations shown, type to be per public works; no new planned valves shown; <u>no existing and new fire hydrants shown on subdivision plat where applicable</u>
<u>New and Existing Gas Lines</u>	
Size and type	Existing gas shown; new lines, if any, not shown
<u>New and Existing Electrical Lines</u>	
Size, location, and type	Existing lines shown; <u>new location, size, and type of electrical lines not shown, as applicable</u>
Location of power poles	Existing shown
<u>New and Existing Telephone Lines</u>	
Location of poles, junction boxes, and manholes	<u>Existing and new location of telephone poles, junction boxes and associated manholes not shown and not proposed</u>
<u>New and Existing Cable TV Lines</u>	

Location of lines (if applicable)	<u>Location of existing and new cable lines not shown, as applicable</u>
<u>New Driveway Access</u>	
Cross section of roadway (minimum 8" road base and 3" asphalt)	No cross section of roadway shown, defer to City Engineer and Public Works Director where existing roadway
ADDITIONAL INFORMATION	
Soils report	A geotechnical report has been provided by CMT Engineering for this subdivision on Sept 2, 2022
Drainage and runoff calculations	Run off calculations have been provided, <u>defer to City Engineer</u>
Water right transfer documentation	Applicant to review with Public Works if needed
Copy of protective covenants, codes, and regulations for development	None needed or anticipated with this project
Three large full set of plan drawings (24x36), one full set of plan drawings (11x17 sized), and one digital full set copy of plan drawings	Yes, provided as requested
Building elevation renderings	No renderings provided at this time
Corp of Engineers approval (if required)	Not applicable or required
Zoning compliance	Yes, Single-Family Residential (R-1-10) meets intended uses for site design
RDA compliance (if applicable)	Not applicable in this matter
Use compliance	Yes, site designed for Single-Family Residential homes and accessory buildings at R-1-10 zoning density
Engineering comments and letter of approval recommendation	Police Dept, Fire Dept, Public Works Director, and City Engineer comments provided
Traffic study	Not applicable, unless req by UDOT review
All Planning Commission and City Staff conditions for approval have been met	<u>Currently consideration of Final Small Subdivision Site Plan and Plat submission being reviewed for City Council for approval</u>

DEPARTMENTAL STAFF REPORTS – 1/26-31/2023

From: Shawn Douglas
Sent: Mon 1/30/2023 7:03 AM
To: Mike Eggett
Subject: RE: Review Comments Needed - Council consid Hammart Small Subdivision proposal

Mike,

I have no comments on this subdivision. Thanks

Shawn Douglas

Riverdale City Public Works
801-394-5541 ext 1217
Sdouglas@Riverdalecity.com

From: Scott Brenkman
Sent: Thu 1/26/2023 4:57 PM
To: Mike Eggett
Subject: RE: Review Comments Needed - Council consid Hammart Small Subdivision proposal

No concerns.

Chief Scott Brenkman
Riverdale Police Department
4580 S. Weber River Dr.
Riverdale, UT 84405
(801)394-6616
sbrenkman@riverdalecity.com

From: Jared Sholly
Sent: Thu 1/26/2023 12:48 PM
To: Mike Eggett
Cc: Randy Koger
Subject: RE: Review Comments Needed - Council consid Hammart Small Subdivision proposal

I don't see any concerns, unless Randy does.

Jared Sholly
Fire Chief
Riverdale City Fire Department
Office 801-394-7481
Cell 801-628-6562

From: Randy Koger
Sent: Tue 1/31/2023 10:13 AM
To: Mike Eggett
Cc: Jared Sholly
Subject: RE: Review Comments Needed - Council consid Hammart Small Subdivision proposal

I have no additional recommendations.

REVIEW COMMENTS:

The following review comments are based on information provided on the Preliminary Site Plan Proposal, and shall not extend to means, methods, techniques, sequences, or procedures of construction nor conformance to any specifications. Acceptance of the project is the prerogative of the Authority Having Jurisdiction.

Comments made during this review are advisory and do not prevent the necessity of conforming with requirements which might have been overlooked in the review process. Ultimate responsibility for compliance rest with the owner.

A handwritten signature in black ink that reads "Randy S. Koger". The signature is written in a cursive, flowing style.

Fire Marshal/Code Enforcement Officer
Riverdale City
801-436-1241

1 February 2023

Riverdale City
4600 South Weber River Drive
Riverdale, Utah 84405

Attn: Mike Eggett, Community Development Director/RDA Deputy Executive Director
Proj: **Hammart Subdivision**
Subj: Review #2 – recommended approval

Dear Mike,

I have completed my review of the recently submitted Subdivision Plat and Site Plan Drawing from the Developer's design engineer. The review comments have all been resolved. In my opinion the drawings now reflect the Standards of Riverdale City.

I herewith recommend approval of the Subdivision Plat and Site Plan Drawing as submitted.

Should you have any questions feel free to contact our office for clarifications.

Sincerely,
CEC, Civil Engineering Consultants, PLLC.



R. Todd Freeman, S.E., P.E.
City Engineer

Cc. Shawn Douglas, Riverdale City Public Works Director

Minutes of the **Regular Session** of the Riverdale City **Planning Commission** held Tuesday, December 27, 2022, at 6:30 p.m., at the Community Center, 4360 S Parker Dr., Riverdale City, Weber County, Utah.

Present:

Commissioners:	Kathy Eskelsen, Chairman Blair Jones, Commissioner Amy Ann Spiers, Commissioner (via telephone) Kent Anderson, Commissioner Rikard Hermann, Commissioner
City Employees:	Mike Eggett, Community Development Michelle Marigoni, City Recorder
Excused:	Wanda Ney, Commissioner
Visitors:	Scott Hammer

A. Welcome & Roll Call

The Planning Commission Meeting began at 6:30 p.m. Chairman Eskelsen welcomed everyone to the meeting and stated for the record that all members of the Planning Commission were present except for Commissioner Ney, who was excused.

B. Public Comment

Chairman Eskelsen asked if any public were present with comments. There was no public comment.

C. Presentations and Reports

Commissioner Eskelsen turned the time over to Mr. Eggett, who reported the following:

- Rob Wingfield has moved out of Riverdale and will no longer be on the Planning Commission. The commission will run without that seat filled until the end of January
- The legislative session will be starting up in January
- Cheddar's Scratch Kitchen has had their 4-way inspection and may open by April
- Take 5 is open
- J Dawgs is getting close to opening
- Chick-Fil-A should be reopening in the end of January
- Generator Supercenter will open soon
- HomeGoods and Sierra are having an issue getting power and may be able to open in February or March
- The Bach Homes development agreement will have a third addendum for securing water

D. Consent Items

Consideration of Meeting Minutes from October 25, 2022 Work Session, and October 25, 2022 Regular Meeting

Commissioner Eskelsen asked if there were any changes to the minutes. There were no changes. Commissioner Jones moved to approve the minute; Commissioner Hermann seconded the motion, and all were in favor. Minutes were approved.

E. Action Items

- 1. Consideration to approve and recommend City Council approval of Hammart Small Subdivision plan and plat, located at approximately 5759 S. South Weber Drive, Riverdale, Utah 84405, as requested by Alexis Hammer, Scott Hammer, and Marino Martinez.**

Mr. Eggett briefly went over the executive summary and items in the packet. Mr. Eggett explained the zoning will allow two home lots with an existing accessory building being demolished to make room for a new single-family residential dwelling. He gave brief explanations of the comments noted by staff and the city engineer. No public hearing is needed, and all fees have been paid.

Scott Hammer approached the podium for questions from commissioners. Mr. Anderson asked if the second lot would be made available for sale. Mr. Hammer said it would probably be sold, but the market would dictate what they do.

Mrs. Spiers asked if the existing home would be owner occupied. Mr. Hammer said the current tenant is renting but has expressed interest in purchasing the home.

Motion: Commissioner Anderson moved to approve recommend City Council approval of Hammart Small Subdivision plan and plat, located at approximately 5759 S South Weber Drive, Riverdale, pending review and completion of the items noted by staff and city engineer.

Second: Commissioner Jones

Commissioners Polled:

Commissioner Eskelsen:	Yes
Commissioner Ney:	Absent
Commissioner Anderson:	Yes
Commissioner Jones:	Yes
Commissioner Spiers:	Yes
Commissioner Hermann:	Yes

Motion passes unanimously.

2. a. Review and discussion of amendments made to updated Moderate Income Housing Plan element of the Riverdale City General Plan to be in compliance with House Bill 462 requirements.

b. Consideration to set a Public Hearing regarding proposed amended updates to the Moderate Income Housing Plan element of the Riverdale City General Plan and corrections to meet new requirements of the Moderate Income Housing Plan.

Mr. Eggett noted that this was discussed at the work session. The Utah State Department of Housing has approved the draft language on this amendment.

Motion: Commissioner Hermann moved to set a public hearing for January 10, 2023 regarding proposed amended updates to the Moderate Income Housing Plan element of the General Plan.

Second: Commissioner Anderson

Commissioners Polled:

Commissioner Hermann:	Yes
Commissioner Jones:	Yes
Commissioner Spiers:	Yes
Commissioner Anderson:	Yes
Commissioner Eskelsen:	Yes
Commissioner Ney:	Absent

Motion passes unanimously.

F. Comments

G. Adjournment

As there was no further business to discuss, Commissioner Jones moved to adjourn. This was seconded by Commissioner Anderson. The Planning Commission meeting adjourned at 6:46 p.m.

Date Approved: 1/10/2023



Riverdale City

Community Development
4600 So. Weber River Drive
Riverdale, Utah 84405
Acct #10-34-1500

RIVERDALE CITY PLANNING COMMISSION APPLICATION FOR RESIDENTIAL SUBDIVISION SITE PLAN APPROVAL

CASE NO: 2022-10 DATE SUBMITTED: 12/07/2022

APPLICANT'S NAME: Alexis Hammer

ADDRESS: On File

PHONE: On File

ADDRESS OF SITE: 5759 S Weber Drive, Riverdale, UT 84405

APPLICANT'S INTEREST: One of the 3 owners of the property

Application is hereby made to the Riverdale City Planning Commission requesting that a

residential subdivision consisting of 2 lots be approved on 0.79 of
(number of lots) (sq. ft./acreage)
property in the Residential zone in accordance with the attached site plan.

Alexis Hammer
dotloop verified
12/05/22 1:35 PM MST
N1J-Z52Z-QCQJ-YNWV

Signature of Applicant

Scott Hammer
dotloop verified
12/05/22 1:56 PM MST
AKMI-D5SL-GLCV-4EAC

Signature of Property Owner

Marino Martinez
dotloop verified
12/05/22 1:42 PM MST
10RZ-U9DY-2ASV-YN DY

I authorize Alexis Hammer to act as my representative in all matters relating to this application.

Alexis Hammer
dotloop verified
12/05/22 1:35 PM MST
QBTO-EVIV-X8JB-HGNY

Scott Hammer
dotloop verified
12/05/22 1:56 PM MST
8WBE-KGFF-CPIQ-UJEG

Signature of Property Owner

Marino Martinez
dotloop verified
12/05/22 1:42 PM MST
4931-TGUU-J7D3-DTKI

NOTE: A fee will be charged at the time the site plan is submitted for review - \$150 per lot/unit

Fee: \$ 300.00 Date paid: 12-7-2022

Planning Commission sets public hearing: Yes ☐ No ☒ Date of Public Hearing: N/A

Planning Commission scheduled to hear this application for site plan approval on:

Date: 12/27/2022 Decision of Commission: Approve and recommend Council approval

City Council sets public hearing: Yes ☐ No ☒ Date of Public Hearing: N/A

City Council scheduled to hear this application for site plan approval on:

Date: 2/7/2023 Decision of Council: _____



Riverdale City
4600 South Weber River Drive
Riverdale, UT 84405
(801) 394-5541

XBP Confirmation Number: 133334604

Transaction detail for payment to Riverdale City.			Date: 12/07/2022 - 2:28:34 PM MT
Transaction Number: 187680011PT Mastercard — XXXX-XXXX-XXXX-5805 Status: Successful			
Account #	Item	Quantity	Item Amount
10341500	Zoning ampamp Subdiv. Fee	1	\$300.00
Notes: 5759 WEBER DR			

TOTAL: \$300.00

Billing Information

ALEXIS HAMMER
, 84405

Transaction taken by: Admin cjacobsen



Hammart Subdivision

Engineer's Cost Estimate

2/1/23

JD

8004-01

Description	Item	Unit	Unit Price	Amount
Culinary Water				
Service Laterals	1 ea		\$3,750.00	\$3,750.00
				\$3,750.00
Sanitary Sewer				
4" Service Lateral	1 ea		\$4,500.00	\$4,500.00
				\$4,500.00
Street Improvements				
7" Gravel Base and 7" Asphalt Surface	30 s.y.		\$62.75	\$1,882.50
Asphalt Chip & Seal	650 s.y.		\$2.25	\$1,462.50
Saw-Cutting	30 l.f.		\$1.95	\$58.50
Removal of Existing Asphalt	10 s.y.		\$12.50	\$125.00
				\$3,528.50
Misc.				
SWPPP	1 l.s.		\$1,250.00	\$1,250.00
Traffic Control & Inspection	1 l.s.		\$2,500.00	\$2,500.00
				\$3,750.00
Subtotal				\$15,528.50
Contingency (10%)				\$1,552.85
Total Estimated Cost				<u>\$17,081.35</u>

1 February 2023

Riverdale City
4600 South Weber River Drive
Riverdale, Utah 84405

Attn: Mike Eggett, Community Development Director/RDA Deputy Executive Director
Proj: **Hammart Subdivision**
Subj: Engineer's estimate – recommend approval


Dear Mike,

I have reviewed the “Engineer’s Cost Estimate” for the public improvements for the above referenced project and I agree with the costs associated for said items.

In my opinion the “Engineer’s Cost Estimate – escrow amount” including the 10% warranty amount should be \$18,789.49.

Should you have any questions feel free to contact our office for clarifications.

Sincerely,
CEC, Civil Engineering Consultants, PLLC.



R. Todd Freeman, S.E., P.E.
City Engineer

Cc. Shawn Douglas, Riverdale City Public Works Director

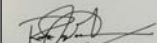


12/6/2022		Region 1		(22-119) Hammart Subdivision		131472	
Physical Address		City		Permit Type		Access Use Type	
5759 S. Weber Dr. Riverdale Utah		RIVERDALE		New		Residential	
PERMITEE INFORMATION							
Property Owner Name		Primary Contact		Primary Phone		Email	
Scott Hammer		Nate Reeve, Project Engineer		(801) 621-3100		emilee@reeve.co	
LOCATION, WIDTH, AND ACCESS CATEGORY INFORMATION							
State Route		Milepost Marker	DD Center Latitude	DD Center Longitude	Access Width		Access Category
0060		1.38			18		8 - Community Urban
0060		1.38	41.1584567	-112.0036319	18		8 - Community Urban
0060		1.38	41.1584593	-112.0036336	18		8 - Community Urban

A Conditional Access Permit is hereby authorized subject to the Utah Department of Transportation's (the Department's) Access Management Rule (Utah Administrative Code R-930-6), the Utility Accommodation Rule (Utah Administrative Code R930-7), the Standard Specifications for Road and Bridge Construction, and any terms, conditions, and limitations set forth herein. Per Utah Administrative Code R930-6-8(6)(g), a Conditional Access Permit shall expire if the access construction is not completed within twelve (12) months of the issuance date as identified at the top left of this document.

By carrying out the activities authorized by this approval the permittee and the permittee's successors in interests and/or assigns agree to accept all terms, conditions, and, limitations, of the approval including any attachments submitted with the Conditional Access Permit Application. In addition, the permittee certifies they will comply with all applicable regulations, properly control and warn the public of said work to prevent accident, and shall defend, indemnify and hold harmless the Department from all damages arising out of any and all operations performed during construction and operation of said access. Per Utah Administrative Code R930-6-8(5)(e), the permittee understands any intentional misrepresentation of existing or future conditions or of information requested for the application for the purposes of receiving a more favorable determination is sufficient grounds for permit revocation. The access allowed under this permit creates a license to only access a state highway to the extent provided in the permit. The access may be closed, modified or relocated by UDOT if, at any time, UDOT determines in its sole discretion that safety, efficiency or other reasons so require. UDOT will not be liable for any costs, losses or damages resulting from UDOT's review and comments on the submitted plan sets for a Conditional Access Permit.

This conditional access permit does NOT allow construction or other activities within a state right-of-way. An encroachment permit must be separately applied for and issued before any construction within a state right-of-way may commence. Work on UDOT's right-of-way is seasonally restricted from October 15 to April 15. Work is not allowed on the right-of-way during the AM/PM peak traffic hours of 6:00 A.M. to 9:00 A.M. and 3:30 P.M. to 6:00 P.M. Some exceptions to this A.M./P.M. peak travel work restriction may be permissible for low AADT routes in rural areas. Any such exception requires special Region approval and must be explicitly stated on the approved encroachment permit.

Authorizing Name (printed)	Rodger Genereux	Authorizing Name (signed)	
----------------------------	-----------------	---------------------------	--

TERMS, CONDITIONS, AND LIMITATIONS

1. A copy of this permit must be posted in a conspicuous location and be available for immediate review at the location of the permitted activity. No exceptions.
2. This agreement and/or permit is UDOT approval only. The permittee is responsible for obtaining clearances, authorizations, or permits from railroads, private property owners, other utility owners, and other government agencies as may also be required.
3. By the accepting this permit, the permittee acknowledges the hazardous nature of conducting activities within the right-of-way and assumes full responsibility in the event of an accident or other incident involving death, injury, or damages to any party resulting from the permittee's authorized use of the right-of-way.
4. All work performed under this permit must be in accordance with UDOT approved plans and standard drawings unless otherwise stated in writing.
5. The primary function of the highway is for transportation purposes. All other highway purposes are subordinate to this primary purpose. By conducting the activities authorized by this permit, the permittee agrees to timely prosecute the permitted activities in a manner that minimizes transportation-related impacts including but not limited to; ensuring overall site safety as an overarching priority, and by applying systematic efforts to minimize, or shorten, the project schedule.
6. UDOT may cancel, suspend, or revoke this permit due to:
 - A) Non-compliance with the permit provisions including terms, conditions, and limitations



- B) Deviating from the approved permit provisions without written authorization
- C) Misrepresentation(s) discovered on the originating application, or associated documents
- D) Adverse weather or traffic conditions
- E) Concurrent transportation construction or maintenance operations in conflict with the permit
- F) Any condition deemed unsafe for workers or for the traveling public
- G) Any other condition that arises where work stoppage may be warranted for cause

In the event of a cancellation, suspension, or revocation the permittee shall promptly terminate occupancy of the right-of-way.

7. At all times the permittee and all activities authorized under this permit will comply with all applicable federal and state constitutions, law, rules, codes, orders, and regulations, including applicable licensure and certification requirements.
 8. Use current edition of UDOT standard drawings for traffic control. Use Utah MUTCD standards for traffic control elements not shown in UDOT standard drawings. Traffic control must be maintained at the encroachment site for the entire encroachment period.
 9. Before constructing the access connection authorized by this conditional access permit, an encroachment permit must be secured first.
 10. The permittee agrees to maintain the permitted access in a professional workmanlike manner, free from physical defects including but not limited to potholes or other similar substandard conditions for the life of the permit. The permit holder's maintenance-related responsibilities shall extend to UDOT's edge of asphalt where said permitted access physically connects to UDOT's main traveled way and shall be guaranteed in perpetuity. Failure to properly maintain said private access point shall be grounds for permit revocation and for the closure of the permitted access point.
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 - G) Any other condition that arises where work stoppage may be warranted for cause

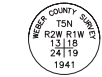
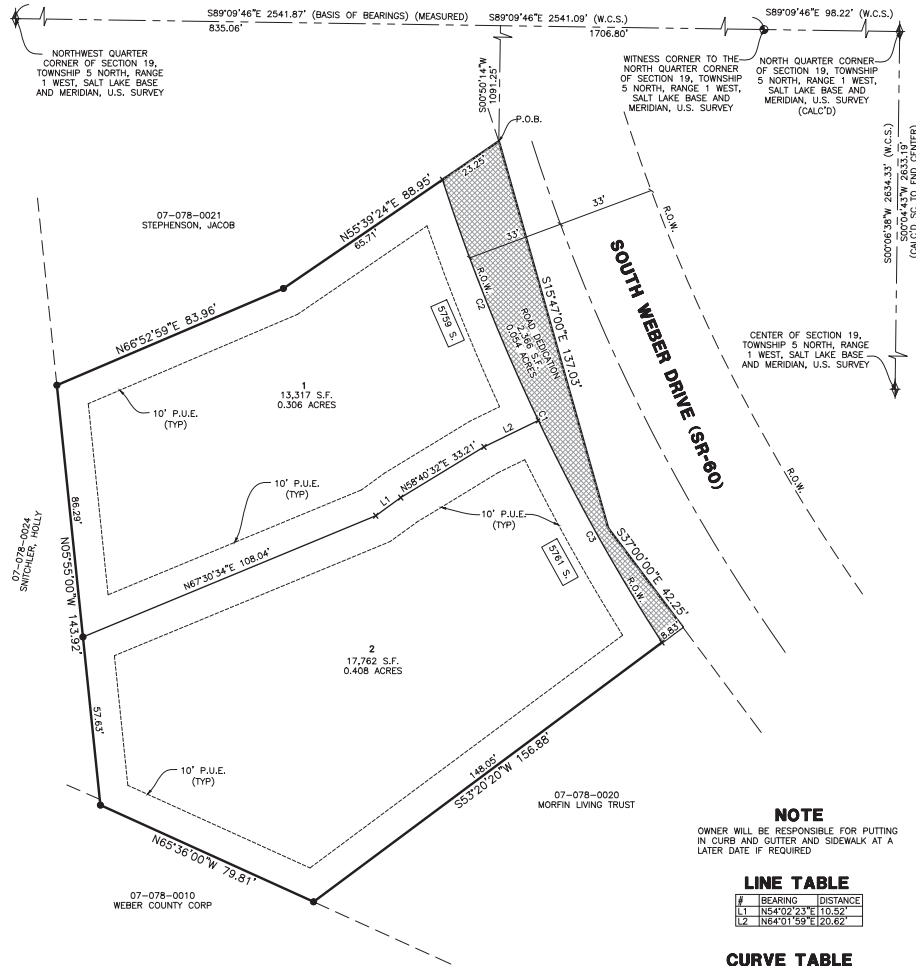
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 3. By the accepting this permit, the permittee acknowledges the hazardous nature of conducting activities within the right-of-way and assumes full responsibility in the event of an accident or other incident involving death, injury, or damages to any party resulting from the permittee's authorized use of the right-of-way.
 4. All work performed under this permit must be in accordance with UDOT approved plans and standard drawings unless otherwise stated in writing.

SHEET 1 OF 1

HAMMART SUBDIVISION

PART OF THE NORTHWEST QUARTER OF SECTION 19, TOWNSHIP 5 NORTH, RANGE 1 WEST, SALT LAKE BASE AND MERIDIAN, U.S. SURVEY
RIVERDALE CITY, WEBER COUNTY, UTAH
FEBRUARY, 2023



LEGEND

- = SECTION CORNER
- = WITNESS CORNER
- = SET 5/8" X 24" REBAR AND PLASTIC CAP STAMPED "REEVE & ASSOCIATES"
- x = SET NAIL AND WASHER
- = BOUNDARY LINE
- - - = LOT LINE
- - - = ADJOINING PROPERTY
- - - = SECTION TIE LINE
- - - = ROAD CENTERLINE
- - - = EASEMENT
- - - = PUBLIC UTILITY EASEMENT
- - - = RIGHT OF WAY
- ▨ = ROAD DEDICATION

Scale: 1" = 20'

BOUNDARY DESCRIPTION

PART OF THE NORTHWEST QUARTER OF SECTION 19, TOWNSHIP 5 NORTH, RANGE 1 WEST, SALT LAKE BASE AND MERIDIAN, U.S. SURVEY, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT, SAID POINT BEING SOUTH 89°09'46" EAST 835.06 FEET ALONG THE SECTION LINE AND SOUTH 07°50'14" WEST 1091.25 FEET FROM THE NORTHWEST CORNER OF SAID SECTION 19 (SAID NORTHWEST CORNER BEING NORTH 89°09'46" WEST 2541.87 FEET FROM A WITNESS CORNER TO THE NORTH QUARTER CORNER OF SAID SECTION 19); THENCE SOUTH 15°47'00" EAST 137.03 FEET; THENCE SOUTH 37°00'00" EAST 42.25 FEET; THENCE SOUTH 53°40'20" WEST 156.88 FEET; THENCE NORTH 65°36'00" WEST 79.81 FEET; THENCE NORTH 05°55'00" WEST 143.92 FEET; THENCE NORTH 66°52'59" EAST 83.96 FEET; THENCE NORTH 55°39'24" EAST 88.95 FEET TO THE POINT OF BEGINNING. CONTAINING 33,446 SQUARE FEET OR 0.768 ACRES.

NARRATIVE

THE PURPOSE OF THIS PLAT IS TO DIVIDE THE BELOW DESCRIBED PROPERTY INTO LOTS AS SHOWN.

THIS PLAT HAS BEEN REQUESTED BY MR. T. SCOTT HAMMER FOR THE PURPOSE OF ESTABLISHING THE BOUNDARY OF THE HEREIN DESCRIBED PROPERTY FOR DEVELOPMENT PURPOSES.

BRASS CAP MONUMENTS WERE FOUND FOR THE NORTHWEST CORNER, CENTER, AND WITNESS CORNER FOR THE NORTH QUARTER CORNER OF SECTION 19, TOWNSHIP 4 NORTH, RANGE 1 WEST, SALT LAKE BASE AND MERIDIAN, U.S. SURVEY.

A LINE BEARING SOUTH 89°09'46" EAST BETWEEN SAID NORTHWEST CORNER AND WITNESS CORNER OF SAID SECTION 26 WAS USED AS THE BASIS OF BEARINGS FOR THIS SURVEY.

BOUNDARIES OF THE PARCELS WERE ESTABLISHED BY INFORMATION OF RECORD AND FOUND EVIDENCE OF OCCUPATION ON THE GROUND. THE EASTERLY LINE OF SOUTH WEBER DRIVE AND THE WESTERLY LINE OF THE SUBJECT PROPERTY WAS ESTABLISHED BY DEED. THE NORTHERLY AND SOUTHERLY LINES OF THE PROPERTY BY DEED DID NOT COINCIDE WITH THE OCCUPATION OF THE PROPERTY. AN OLD WIRE FENCE LINE ALONG THE NORTH AND OLD WOODEN FENCE LINE ALONG THE SOUTH WERE LOCATED ON THE GROUND AND HONORED BY THIS SURVEY.

BOUNDARY LINE AGREEMENTS ARE RECOMMENDED TO RECONCILE ANY THESE DISCREPANCIES.

ALL BOUNDARY AND REAR LOT CORNERS WERE SET WITH A 5/8" X 24" REBAR AND PLASTIC CAP STAMPED "REEVE & ASSOCIATES". ALL FRONT LOT CORNERS WERE SET WITH A LEAD PLUG IN THE TOP BACK OF CURB AT THE EXTENSION OF THE SIDE LOT LINES.

NOTE

OWNER WILL BE RESPONSIBLE FOR PUTTING IN CURB AND GUTTER AND SIDEWALK AT A LATER DATE IF REQUIRED

LINE TABLE

#	BEARING	DISTANCE
1	N54°02'23"E	110.52
2	N64°01'59"E	120.62

CURVE TABLE

CURVE	RADIUS	ARC LTH	CHD LTH	CHD BEARING	DELTA
C1	678.00'	175.08'	174.60'	S25°22'11"E	14°47'45"
C2	678.00'	88.39'	88.32'	S21°42'23"E	7°28'10"
C3	678.00'	86.70'	86.64'	S29°06'16"E	7°19'35"

RIVERDALE CITY APPROVAL

THIS IS TO CERTIFY THAT THIS SUBDIVISION PLAT IS HEREOF APPROVED AND ACCEPTED BY THE CITY COUNCIL OF RIVERDALE CITY, UTAH.

SIGNED THIS _____ DAY OF _____, 20____.

MAYOR

ATTEST

RIVERDALE CITY PLANNING COMMISSION APPROVAL

THIS IS TO CERTIFY THAT THIS SUBDIVISION PLAT WAS DULY APPROVED BY THE RIVERDALE CITY PLANNING COMMISSION.

SIGNED THIS _____ DAY OF _____, 20____.

CHAIRMAN, RIVERDALE PLANNING COMMISSION

RIVERDALE CITY ENGINEER

I HEREBY CERTIFY THAT THE "OFFICE OF THE CITY ENGINEER" HAS EXAMINED THE FOREGOING PLAT AND IN OUR OPINION THE INFORMATION CONTAINED HEREIN COMPLIES WITH THE PUBLIC WORKS STANDARDS AND SPECIFICATIONS OF RIVERDALE CITY.

RIVERDALE CITY ENGINEER

WEBER COUNTY SURVEYOR

I HEREBY CERTIFY THAT THE WEBER COUNTY SURVEYOR'S OFFICE HAS REVIEWED THIS PLAT AND ALL CONDITIONS FOR APPROVAL BY THIS OFFICE HAVE BEEN SATISFIED. THE APPROVAL OF THIS PLAT BY THE WEBER COUNTY SURVEYOR DOES NOT RELIEVE THE LICENSED LAND SURVEYOR WHO EXECUTED THIS PLAT FROM THE RESPONSIBILITIES AND/OR LIABILITIES ASSOCIATED THEREWITH.

SIGNED THIS _____ DAY OF _____, 20____.

WEBER COUNTY SURVEYOR
RECORD OF SURVEY # _____

RIVERDALE CITY ATTORNEY

I HAVE EXAMINED THE FINANCIAL GUARANTEE AND OTHER DOCUMENTS ASSOCIATED WITH THIS SUBDIVISION PLAT, AND IN MY OPINION THEY CONFORM WITH THE COUNTY ORDINANCE APPLICABLE THERETO AND NOW IN FORCE AND EFFECT.

SIGNED THIS _____ DAY OF _____, 20____.

WEBER COUNTY ATTORNEY

SURVEYOR'S CERTIFICATE

I, JASON T. FELT, DO HEREBY CERTIFY THAT I AM A PROFESSIONAL LAND SURVEYOR IN THE STATE OF UTAH IN ACCORDANCE WITH TITLE 58, CHAPTER 22, PROFESSIONAL ENGINEERS AND LAND SURVEYORS ACT; AND THAT I HAVE COMPLETED A SURVEY OF THE PROPERTY DESCRIBED ON THIS PLAT IN ACCORDANCE WITH SECTION 17-23-17 AND HAVE VERIFIED ALL MEASUREMENTS, AND HAVE PLACED MONUMENTS AS REPRESENTED ON THIS PLAT, AND THAT THIS PLAT OF HAMMART SUBDIVISION IN RIVERDALE CITY, WEBER COUNTY, UTAH, HAS BEEN DRAWN CORRECTLY TO THE DESIGNATED SCALE AND IS A TRUE AND CORRECT REPRESENTATION OF THE HEREIN DESCRIBED LANDS INCLUDED IN SAID SUBDIVISION, BASED UPON DATA COMPILED FROM RECORDS IN THE WEBER COUNTY RECORDER'S OFFICE AND FROM SAID SURVEY MADE BY ME ON THE GROUND. I FURTHER CERTIFY THAT THE REQUIREMENTS OF ALL APPLICABLE STATUTES AND ORDINANCES OF RIVERDALE CITY, WEBER COUNTY, CONCERNING ZONING REQUIREMENTS REGARDING LOT MEASUREMENTS HAVE BEEN COMPLIED WITH.

9239283

UTAH LICENSE NUMBER



OWNERS DEDICATION AND CERTIFICATION

WE THE UNDERSIGNED OWNERS OF THE HEREIN DESCRIBED TRACT OF LAND, DO HEREBY SET APART AND SUBDIVIDE THE SAME INTO LOTS AND STREETS AS SHOWN ON THE PLAT AND NAME SAID TRACT HAMMART SUBDIVISION AND DO HEREBY DEDICATE A PERPETUAL RIGHT AND EASEMENT OVER, UPON AND UNDER THE LANDS DESIGNATED HEREON AS PUBLIC UTILITY AND STORM DRAIN EASEMENTS, THE SAME TO BE USED FOR THE INSTALLATION, MAINTENANCE AND OPERATION OF PUBLIC UTILITY SERVICE LINE, STORM DRAINAGE FACILITIES, IRRIGATION CANALS OR FOR THE PERPETUAL PRESERVATION OF WATER CHANNELS IN THEIR NATURAL STATE WHICHEVER IS APPLICABLE AS MAY BE AUTHORIZED BY THE GOVERNING AUTHORITY, WITH NO BUILDINGS OR STRUCTURES BEING ERECTED WITHIN SUCH EASEMENTS.

SIGNED THIS _____ DAY OF _____, 20____.

MARIO MARTINEZ
PRESIDENT OF MARINO MANAGEMENT SERVICES, INC.

DATE

SCOTT HAMMER
MANAGER OF HAMMER RENTALS LLC

DATE

ALEXIS HAMMER
MANAGER OF HAMMER RENTALS LLC

DATE

DEVELOPER:

T. SCOTT HAMMER
4903 POLE PATCH DR.
PLEASANT VIEW, UT 84414

ACKNOWLEDGMENT

STATE OF UTAH
COUNTY OF _____

ON THE _____ DAY OF _____, 20____, PERSONALLY APPEARED BEFORE ME, THE UNDERSIGNED NOTARY PUBLIC, (AND) _____, BEING BY ME DULY SWORN, ACKNOWLEDGED TO ME THEY ARE _____ AND _____ OF SAID TRUST AND THAT THEY SIGNED THE ABOVE OWNER'S DEDICATION AND CERTIFICATION FREELY, VOLUNTARILY, AND IN BEHALF OF SAID TRUST FOR THE PURPOSES THEREIN MENTIONED.

COMMISSION EXPIRES

NOTARY PUBLIC

Project Info.

Surveyor: J. FELT

Designer: A. MULLINS

Begin Date: 8-18-2022

Name: HAMMART SUBDIVISION

Number: 8004-01

Revision: 1-5-23 E.B.

Scale: 1"=20'

Checked: _____

Webster County Recorder

Entry No. _____ Fee Paid _____

And Recorded, _____

At _____ In Book _____

Of The Official Records, Page _____

Recorded For: _____

Webster County Recorder

_____ Deputy.

1. 01/04/2023 ZD - UPDATED DESIGN PER CITY REVIEW.
2. 01/02/2023 ER - UPDATED DESIGN PER CITY ENGINEERS REVIEW.

Hammart Subdivision Site Plan

Site Plans

CONSTRUCTION NOTES

- 1) ALL CONSTRUCTION IS TO CONFORM TO THE RIVERDALE CITY STANDARD DRAWINGS AND SPECIFICATIONS.
- 2) ALL PROPOSED DRAINAGE TO REMAIN ONSITE
- 3) OWNER WILL BE RESPONSIBLE FOR PUTTING IN CURB AND GUTTER AND SIDEWALK AT A LATER DATE IF REQUIRED.
- 4) ALL STRUCTURES SHOULD BE REMOVED FROM THE 10 FT. PUE AREA.

CULINARY WATER
W LAT - 3/4" TYPE K COPPER SERVICE LATERAL

SANITARY SEWER
SS LAT - 4" PVC SDR-35 SERVICE LATERAL

1. ALL CONSTRUCTION WITHIN THE UDOT RIGHT-OF-WAY SHALL CONFORM TO THE MOST CURRENT UDOT STANDARD (INCLUDING SUPPLEMENTAL DRAWINGS AND SPECIFICATIONS).
2. THE CONTRACTOR IS TO OBTAIN AN ENCROACHMENT PERMIT FROM THE DISTRICT ENGINEER'S OFFICE PRIOR TO ANY CONSTRUCTION WITHIN UDOT RIGHT-OF-WAY. WORKING HOUR LIMITATIONS WILL BE LISTED ON THE PERMIT. ANY VIOLATION OF THE PERMIT WILL BE CAUSE FOR THE UDOT TO REMOVE THE SIGNS, AT ITS OPTION, TO INSTALL A RAISED WHITE PAVEMENT SURFACE OR RESTRICTION OF TRAFFIC SHUT-OUT AT ANY TIME.
3. OWNER, DEVELOPER, AND CONTRACTOR ARE RESPONSIBLE FOR ANY DAMAGES DIRECTLY OR INDIRECTLY WITHIN THE UDOT RIGHT-OF-WAY AS A RESULT OF DEVELOPMENT.
4. OWNER, DEVELOPER, AND/OR CONTRACTOR IS REQUIRED TO HIRE AN INDEPENDENT COMPANY FOR ALL TESTING WITHIN THE UDOT RIGHT-OF-WAY.
5. ALL SIGNS INSTALLED ON THE UDOT RIGHT-OF-WAY MUST BE HIGH QUALITY, FULL SIZE TYPE "A" SIGNS PER UDOT STANDARD. ALL SIGNS PER UDOT SIGN SERIES STANDARD DRAWINGS.
6. THE REQUIRED SIGNAGE FOR THE UDOT RIGHT-OF-WAY (DISTURBED CORNERS - COUNTY SURVEY TO BE NOTIFIED - COORDINATION WITH DISTRICT ENGINEER'S OFFICE REQUIRED).
7. STORM WATER WILL NOT DISCHARGE ONTO UDOT ROAD.
8. UDOT TESTS THE UDOT STANDARD THICKNESS WITHIN THE UDOT RIGHT-OF-WAY ONLY.

NOTE: REPAIR OR REPLACE ANY DAMAGED CURB, GUTTER &/OR DRIVEWAY, CURB & GUTTER SHALL BE TYPED CURB AND DRIVEWAY TO BE CONSTRUCTED AS QMA (2017 UDOT DRAWING)

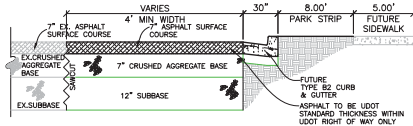
ALL TRENCHES TO BE REPAIRED AS A T-PATCH W/ ASPHALT THE GREAT-
EST OF 3" OR 4" MIN. EXISTING IN LITS OVERLAP MORE THAN 3", 20" ON EACH
SIDE OF TRENCH TO BE MILLED 2" DEEP AND REPAVED AS A SINGLE PATCH.

UTILITY WORK REQUIRES SEPARATE PERMITTING, CONTRACTOR TO APPLY
DIRECTLY W/ UDOT AT LEAST 30 DAYS IN ADVANCE.

ANY DAMAGED PANT STRIPING DURING CONSTRUCTION MUST BE REDONE.

ALL TRENCHES FOR LATERALS WITH A 100 FT DISTANCE MUST HAVE A 2 IN
MIN. MILK CHALK STRIPING ON EACH SIDE OF TRENCH. LATERALS WILL
REQUIRE A 2 INCH MILK FOR 20 FT EACH EXTENSION

MICRO-SURFACING PER UDOT STANDARD SPECIFICATION 027355 REQUIRED FOR
THIS ROADWAY ON AT LEAST ALL NEW PAVEMENT PLACED WITHIN UDOT
RIGHTWAY.



SCALE: NONE

1. MIX DESIGN ASPHALT CONFORMING TO UDOT SPECIFICATIONS 02741
2. SAWCUT AND TACK COAT VERTICAL CUTS IN ASPHALT PER UDOT SPECIFICATION 027055 PAVEMENT CUTTING

THESE PLANS AND SPECIFICATIONS ARE THE PROPERTY OF REEVE & ASSOCIATES, INC., 5160 SOUTH 1500 WEST, RIVERDALE, UTAH 84403, AND SHALL NOT BE PHOTOCOPIED, RE-DRAWN, OR USED ON ANY PROJECT OTHER THAN THE PROJECT SPECIFICALLY DESIGNED FOR. WITHOUT THEIR WRITTEN PERMISSION, THE OWNERS AND ENGINEERS OF REEVE & ASSOCIATES, INC. DISCLAIM ANY LIABILITY FOR ANY CHANGES OR MODIFICATIONS MADE TO THESE PLANS OR THE DESIGN THEREON WITHOUT THEIR CONSENT.

**Reeve
& Associates, Inc.**
5140 SOUTH 1550 WEST, RIVERDALE, ITH 44005
TEL: (801) 421-3100 www.reeve.co
LAND PLANNERS • CIVIL ENGINEERS • LAND SURVEYORS
TRAFFIC ENGINEERS • STRUCTURAL ENGINEERS • LANDSCAPE ARCHITECTS



REVISIONS	DATE	DESCRIPTION
	01-04-23	ZD City Comments

Hammar Subdivision
UDOT Site Exhibit
 RIVERDALE CITY, WEBER COUNTY, UTAH

Project Info.
Engineer: JEREMY A. DRAPER, P.E.
Drafter: C. KINGSLEY
Begin Date: FEBRUARY 2023
Name: HAMMART SUBDIVISION
UDOT SITE EXHIBIT
Number: 8004-01

1	
1	Total Sheets

Engineer's Notice To Contractors:
THE EXISTENCE AND LOCATION OF ANY UNDERGROUND UTILITY PIPES OR STRUCTURES SHOWN ON THESE PLANS WERE OBTAINED FROM AVAILABLE INFORMATION PROVIDED BY OTHER AGENCIES, LOCATIONS, OR INDIVIDUALS, AND ARE NOT CONFIRMED IN THE FIELD BY THE CONTRACTOR, SO THAT ANY NECESSARY ADJUSTMENT CAN BE MADE IN ALIGNMENT AND/OR GRADE OF THE PROPOSED IMPROVEMENT. THE CONTRACTOR IS REQUIRED TO CONTACT THE UTILITY COMPANIES AND TAKE OTHER PRECAUTIONARY MEASURE TO PROTECT ANY UTILITY LINES SHOWN, AND ANY OTHER LINES OBTAINED BY THE CONTRACTOR'S RESEARCH, AND OTHERS NOT OF RECORD OR NOT SHOWN ON THESE PLANS.

<p>Developer Contact: Scott Hammer (801) 779-7143 1436 S. Legend Hills Dr. Ste.100, Clearfield Utah 84015</p>	<p>Project Contact: Jeremy Draper Reeve & Associates, Inc. 5160 South 1500 West Riverdale, Utah, 84405 PH:(801) 621-3100</p>
--	--

Developer Contact:
Scott Hammer
(801) 779-7143
1436 S. Legend Hills Dr.
Ste.100, Clearfield Utah 84015

Project Contact:
Jeremy Draper
Reeve & Associates, Inc.
5160 South 1500 West
Riverdale, Utah, 84405
PH:(801) 621-3100

Approving Agency
RIVERDALE CITY
4600 SOUTH WEBER RIVER DRIVE
RIVERDALE UTAH 84405

APPROVED _____ DATE _____

Developer Contact:

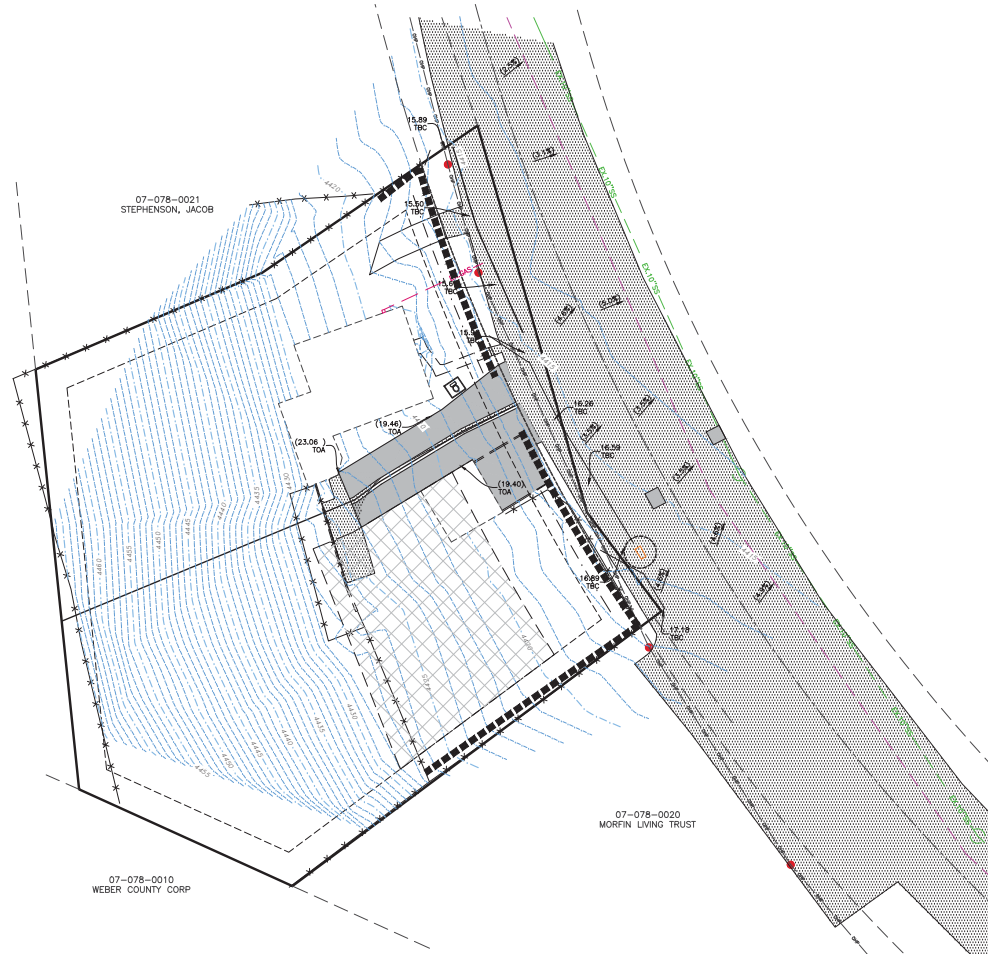
Hammart Subdivision UDOT Site Plan

Site Plans

RIVERDALE CITY, WEBER COUNTY, UTAH
FEBRUARY 2023



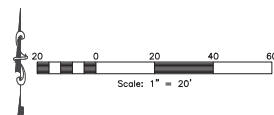
VICINITY MAP
SCALE: NONE



SWPPP Legend

- = PORTABLE TOILET
- = INLET PROTECTION TYP (SEE DETAIL)
- = SILT FENCE (SEE DETAIL)
- = 50'x20' CONSTRUCTION ENTRANCE W/8" CLEAN GRAVEL
- = CONCRETE WASH AREA (SEE DETAIL) OR AS SELECTED BY CONTRACTOR

SWPPP NOTES:
1. ALL VEHICLES EXITING SITE TO PROCEED THROUGH CONSTRUCTION ENTRANCE TO REDUCE AMOUNTS OF SEDIMENT TRACKED ONTO ROWWAYS.
2. STREETS TO BE SWEEPED WITHIN 1000 FEET OF CONSTRUCTION ENTRANCE DAILY IF NECESSARY



Construction Activity Schedule

- PROJECT LOCATION.....RIVERDALE CITY, WEBER COUNTY, UTAH
- PROJECT BEGINNING DATE.....NOVEMBER 2022
- BMP'S DEPLOYMENT DATE.....NOVEMBER 2022
- STORM WATER MANAGEMENT CONTACT / INSPECTOR.....SCOTT HAMMER (801) 779-7143
- SPECIFIC CONSTRUCTION SCHEDULE INCLUDING BMP CONSTRUCTION SCHEDULE TO BE INCLUDED WITH SWPPP BY OWNER/DEVELOPER

Reeve & Associates, Inc.
1510 SOUTH 1500 WEST, RIVERDALE, UTAH 84405
LAND SURVEYING • CIVIL ENGINEERING • LAND DEVELOPMENT

IRA

REVISIONS	DESCRIPTION
DATE	

Hammart Subdivision UDOT Site Exhibit
RIVERDALE CITY, WEBER COUNTY, UTAH

Storm Water Pollution Prevention Plan Exhibit



Project Info.
Engineer:
JEREMY A. DRAPER, P.E.
Drafter:
C. KINGSLEY
Begin Date:
FEBRUARY 2023
Name:
HAMMART SUBDIVISION
UDOT SITE EXHIBIT
Number:
8004-01

Notes:

- Describe all BMP's to protect storm water inlets:
All storm water inlets to be protected by straw wattle barriers, or gravel bags (see detail).
- Describe BMP's to eliminate/reduce contamination of storm water from:
a. Equipment / building / concrete wash areas:
To be performed in designated areas only and surrounded with silt fence barriers.
b. Soil contaminated by oil or grease:
If any contaminants are found or generated, contact environmental engineer and contacts listed.
c. Areas of contaminated soil:
If any contaminants are found or generated, contact environmental engineer and contacts listed.
d. Fueling area:
To be performed in designated areas only and surrounded with silt fence.
e. Vehicle maintenance areas:
To be performed in designated areas only and surrounded with silt fence.
f. Vehicle parking areas:
To be performed in designated areas only and surrounded with silt fence.
g. Equipment storage areas:
To be performed in designated areas only and surrounded with silt fence.
h. Materials storage areas:
To be performed in designated areas only and surrounded with silt fence.
i. Waste containment areas:
To be performed in designated areas only and surrounded with silt fence.
j. Service areas:
To be performed in designated areas only and surrounded with silt fence.
- BMP's for wind erosion:
Stockpiles and site as needed to be watered regularly to eliminate / control wind erosion
- Construction Vehicles and Equipment:
a. Maintenance:
- Keep vehicles and equipment clean, prevent excessive build-up of oil and grease.
- Regularly inspect on-site vehicles and equipment for leaks, and repair immediately.
- Check incoming vehicles and equipment (including delivery trucks, and employee and subcontractor vehicles) for leaking oil and fluids. Do not allow leaking vehicles or equipment on-site.
- Segregate and recycle wastes, such as greases, used oil or oil filters, antifreeze, cleaning solutions, automotive batteries, hydraulic, and transmission fluids.
b. Fueling:
- If fueling must occur on-site, use designated areas away from drainage.
- Locate on-site fuel storage tanks within a bermed area designed to hold the tank volume.
- Cover retention area with an impervious material and install in a manner to ensure that any spills will be contained in the retention area. To catch spills or leaks when removing or changing fluids.
- Use drip pans for any oil or fluid changes.
c. Washing:
- Use as little water as possible to avoid installing erosion and sediment controls for the wash area.
- If washing must occur on-site, use designated, bermed wash areas to prevent waste water discharge into storm water, creeks, rivers, and other water bodies.
- Do not use phosphate-free, biodegradable soaps.
- Do not permit steam cleaning on-site.
- Spill Prevention and Control
a. Minor Spills:
Minor spills are those which are likely to be controlled by on-site personnel. After contacting local emergency response agencies, the following actions should occur upon discovery of a minor spill:
- Contain the spread of the spill.
- If the spill occurs on paved or impermeable surfaces, clean up using "dry" methods (i.e. absorbent materials, cat litter, and / or rags).
- If the spill occurs in dirt areas, immediately contain the spill by constructing an earth dike. Dig up and properly dispose of contaminated soil.
- If the spill occurs during rain, cover the impacted area to avoid runoff.
- Record all steps taken to report and contain spill.
b. Major Spills:
On-site personnel should not attempt to control major spills until the appropriate and qualified emergency response staff have arrived at the site. For spills of federal reportable quantities, also notify the National Response Center at (800) 424-8802. A written report should be sent to all notified authorities. Failure to report major spills can result in significant fines and penalties.
- Post Roadway / Utility Construction
a. Maintain good housekeeping practices.
b. Enclose or cover building material storage areas.
c. Properly store materials such as paints and solvents.
d. Store dry and wet materials under cover, away from drainage areas.
e. Avoid mixing excess amounts of fresh concrete or cement on-site.
f. Perform washout of concrete trucks offsite or in designated areas only.
g. Do not wash out concrete trucks into storm drains, open ditches, streets or streams.
h. Do not place material or debris into streams, gutters or catch basins that stop or reduce the flow of runoff water.
i. All public streets and storm drain facilities shall be maintained free of building materials, mud and debris caused by grading or construction operations. Roads will be swept within 1000' of construction entrance daily, if necessary.
j. Install straw wattle around all inlets contained within the development and all others that receive runoff from the development.
- Erosion Control Plan Notes
a. The contractor will designate an emergency contact that can be reached 24 hours a day 7 days a week.
b. A stand-by crew for emergency work shall be available at all times during potential rain or snow runoff events. Necessary materials shall be available on site and stockpiled at convenient locations to facilitate rapid construction of emergency devices when rain or runoff is eminent.
c. Erosion control devices shown on the plans and approved for the project may not be removed without approval of the engineer of record. If devices are removed, no work may continue that have the potential of erosion without consulting the engineer of record. If deemed necessary erosion control should be reestablished before this work begins.
d. Graded areas adjacent to fill slopes located at the site perimeter must drain away from the top of the slope at the conclusion of each working day. This should be confirmed by survey or other means acceptable to the engineer of record.
e. All silt and debris shall be removed from all devices within 24 hours after each rain or runoff event.
f. Except as otherwise specified, all erosion control devices shown shall be in place at the end of each working day and through weekends until removal of the system is approved.
g. All loose soil and debris, which may create a potential hazard to offsite property, shall be removed from the site as directed by the engineer of record or the governing agency.
h. The placement of additional devices to reduce erosion damage within the site is left to the discretion of the engineer of record.
i. Dewatering basins may not be removed or made inoperable without the approval of the engineer of record and the governing agency.
j. Erosion control devices will be modified as need as the project progresses and plans of these changes submitted for approval by the engineer of record and the governing agency.
- Conduct a minimum of one inspection of the erosion and sediment controls every two weeks. Maintain documentation on site.
a. Part III.D.4 of general permit UTRC00000 identifies the minimum inspection requirements.
b. Part II.D.4.C identifies the minimum inspection report requirements.
c. Failure to complete and/or document storm water inspections is a violation of part III.D.4 of Utah General Permit UTR 300000.

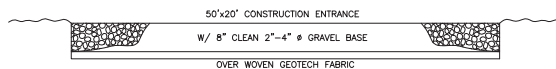
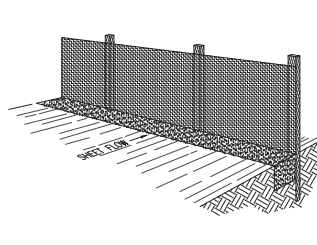
**Cross Section 50' x 20' Construction Entrance****Perspective View**

Figure 2

INSTALLATION
The silt fence should be installed prior to major soil disturbances in the drainage area. The fence should be placed across the slope along a line of uniform elevation wherever flow of sediment is anticipated. Table 1 shows generally-recommended maximum slope lengths (slope spacing between fences) at various site grades for most silt fence applications.

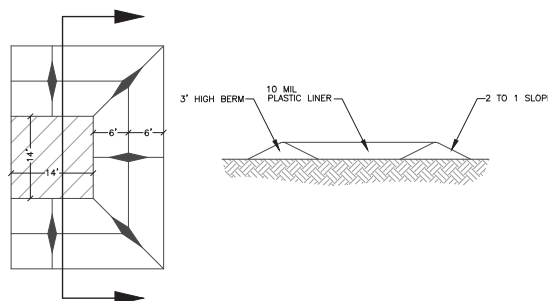
TABLE 1: Recommended Maximum Slope Lengths for Silt Fence (Richardson & Middlebrooks, 1991)		
Slope Steepness (%)	Max. Slope Length m (ft)	
<2%	30.5m (100ft)	
2-5%	22.9m (75ft)	
5-10%	15.2m (50ft)	
10-20%	7.6m (25ft)	
>20%	4.5m (15ft)	

PREFABRICATED SILT FENCE ROLLS
Excavate a minimum 15.2cm x 15.2cm (6"x6") trench at the desired location.
Unroll the silt fence, positioning the post against the downstream wall of the trench.
Adjacent rolls of silt fence should be joined by nesting the end post of one fence into the other. Before nesting the end posts, rotate each post until the geotextile is wrapped completely around the post, then drill the end posts to create a tight seal as shown in Figure 1.
Drive posts into the ground until the required fence height and/or anchorage depth is obtained.
Bury the loose geotextile at the bottom of the fence in the upstream trench and backfill with natural soil, tamping the backfill to provide good compaction and anchorage. Figure 2 illustrates a typical silt fence installation and anchor trench placement.

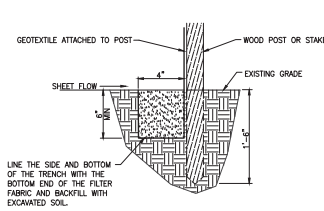
FIELD ASSEMBLY:
Excavate a minimum 15.2cm x 15.2cm (6"x6") trench at the desired location.
Drive wooden posts, or steel posts with fastening projections, against the downstream wall of the trench. Maximum post spacing should be 2.4-3.0m (8-10ft). Post spacing

Silt Fence Detail

SCALE: NONE

**Concrete Washout Area
w/ 10 mil Plastic Liner**

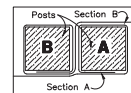
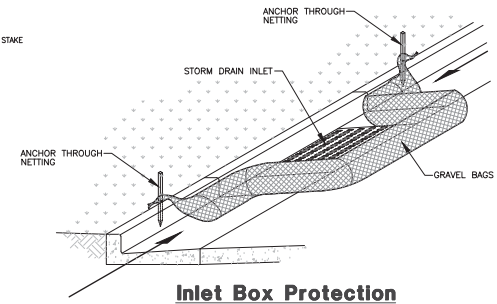
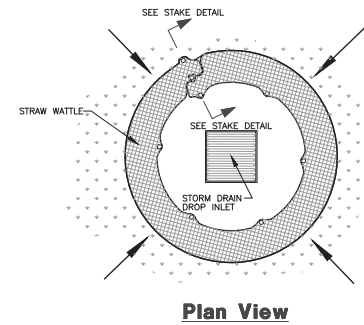
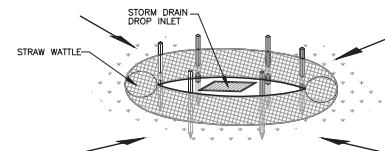
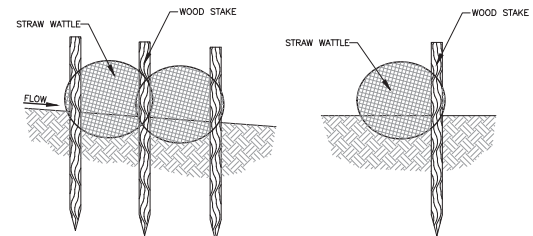
SCALE: NONE

**Section**

should generally be less than three (3) times the height of the fence.
If a steel or plastic mesh is required to reinforce the geotextile, it shall have a minimum mesh opening of 15.2cm (6").
Fasten the mesh to the upslope side of the posts using heavy duty wire staples, tie wires or hog strings. Extend the mesh into the bottom of the trench.
The geotextile shall then be stapled or wired to the posts. An extra 20-50cm (8-20") of geotextile shall extend into the trench.

INSPECTION
Inspect the silt fence daily during periods of rainfall, immediately after significant rainfall event and weekly during periods of no rainfall. Make any repairs immediately.
When sediment deposits behind the silt fence are one-third of the fence height, remove or properly dispose of the silt accumulations. Avoid damage to the fabric during cleanout.

REMOVAL
Silt fence should not be removed until construction ceases and the upslope area has been properly stabilized and/or revegetated.

Figure 1:
Top View of
Roll-to-Roll Connection**Inlet Box Protection****Plan View****Drop Inlet Protection****Stake Detail**

Reeve & Associates, Inc.
5160 SOUTH 1500 WEST, RIVERDALE, UTAH 84405
LAND SURVEYING • CIVIL ENGINEERING • LAND DEVELOPMENT
WATER TREATMENT • STRUCTURAL ENGINEERING • LANDSCAPE ARCHITECTURE



REVISIONS	DESCRIPTION	DATE

**Hammart Subdivision
UDOT Site Exhibit**
RIVERDALE CITY, WEBER COUNTY, UTAH
**Storm Water Pollution
Prevention Plan Details**



Project Info.
Engineer: JEREMY A. DRAPER, P.E.
Drafter: C. KINGSLEY
Begin Date: FEBRUARY 2023
Name: HAMMART SUBDIVISION
UDOT SITE EXHIBIT
Number: 8004-01

4

4 Total Sheets

**RIVERDALE CITY
CITY COUNCIL AGENDA
February 7, 2023**

AGENDA ITEM: G3

SUBJECT: Consideration to approve Final Site Plan for Riverdale Townhomes residential apartments project, located at approximately 4086 South 300 West, Riverdale, Utah 84405, as requested by Riverdale Center North, LLC and AWA Engineering.

PRESENTER: Mike Eggett, Community Development

INFORMATION:

- a. Executive Summary Final Riv Townhomes Site Plan – CC
- b. Riv Townhomes Final Sub Plan CC Review – 20230202
- c. Dept Staff Reports – CC Riv Townhomes Final Plan [20230202]
- d. City Eng Review #4 – 02 Feb 2023 rec approval Riv Townhomes
- e. Minutes from Planning Commission on Aug 9, 2022
- f. Riv Townhomes Updated Site Plan App – 20220510
- g. Riv Townhomes Eng Cost Estimate_01-24-23
- h. Riv Townhomes – City Eng Cost est review 01 Feb 2023 rec approval
- i. Riv Townhomes Revised Ext Colors Imagery 2022-12-07
- j. 21-188 Riv Townhomes Drawings– 20230127

[BACK TO AGENDA](#)



City Council Executive Summary

For the Council meeting on: 2-7-2023

Petitioner: Riverdale Center North, LLC and
Revival Development
Represented by Jake Tate (AWA Engineering)

Summary of Proposed Action

Riverdale Center North, LLC and Revival Development, as represented by Jake Tate (with AWA Engineering), have resubmitted Final Site Plan documentation for the Riverdale Townhomes Residential Site Plan proposal as located at approximately 4086 South 300 West in a Multiple-Family Residential R-4 zone.

On August 9th, 2022, this matter was reviewed and discussed by the Planning Commission for final recommendation consideration. At the conclusion of discussion in the matter the Planning Commission forwarded a favorable recommendation to City Council for approval of this site plan proposal with the understanding to resolve staff and engineering concerns.

Additionally, on December 21st, 2022, the Design Review Committee held a meeting to discuss the architectural elements of this project, the landscaping aesthetic, and any associated signage. At the conclusion of the discussion, the Design Review Committee approved a variation of the submitted architectural elements of this project and supported the landscaping and signage planning for this project.

The proposed site plan is now before the City Council for final approval consideration of the submitted plan. A public hearing is not required for review of this proposed site plan. The Engineer's Cost Estimate for this project has also been included and received a recommendation for approval by the City Engineer.

Following the presentation and discussion of the final site plan proposal, the City Council may make a motion to approve the site plan, approve with additional requirements and criteria, or not approve the proposed Riverdale Townhomes residential site plan with the appropriate findings of fact to support the decision. Should this final site plan proposal receive Council approval, then the site plan would be able to move forward to the next stage in the project developing relative to preconstruction activities.

Title 10 Ordinance Guidelines (Code Reference)

This Residential Subdivision Site Plan review is regulated under City Code 10-21 "Subdivisions" and is affected by City Codes 10-9E "Multiple-Family Residential Zone (R-4)", 10-14 "Regulations Applicable to All Zones", and 10-15 "Parking, Loading Space; Vehicle Traffic and Access".

The petitioner's properties are currently listed in the County Records under the ownership of Riverdale Center North, LLC. The majority of this site plan property is undeveloped and unused with some adjacent accessways and parking lots also existing on the proposed development property.

Attached with this executive summary is a supplementary document addressing items on the Preliminary Site Plan application and as directed by 10-21 of the City Code. Also attached, following this executive summary, are comments from the contracted City Engineer, Public Works Department, Fire Department, and Police Department. The City Council should discuss these summaries and any noted Planning Commission and/or staff

concerns.

Staff encourages the City Council to review this matter, including concerns outlined herein, and then discuss with the petitioner concerns associated with this application. Staff would then recommend that the City Council make a motion to approve the site plan, approve with additional requirements and criteria, or not approve the proposed Riverdale Townhomes residential site plan with the appropriate findings of fact to support the decision.

General Plan Guidance (Section Reference)

The General Plan use for this property is currently set as “Planned Commercial - High” and this proposed project is in direct support of the planned commercial uses in this area of the City.

Legal Comments – City Attorney

Steve Brooks, Attorney

Administrative Comments – City Administrator

These types of developments are parking nightmares when you have no internal free spaces. I recognize that they made a couple of improvements by adding two or three stalls and making a connection to the big parking lot, and they do meet our code requirements, but it still doesn't give any internal parking. When family or friends come to visit, they will be parking on the road and in the streets which are against the rules. Long after they are gone, we will have to deal with the phone calls and the citations.

S. Brooks

Steve Brooks, City Administrator



Preliminary Site Plan Review – Riverdale Townhomes Project, 4086 South 300 West

Completed by Mike Eggett, Community Dev. Director on 5/18/2022, 5/19/2022, 8/4/2022, and 2/2/2023

Recommendation: City staff recommends that the City Council examine and review this proposed final site plan. Items of consideration or note have been highlighted in yellow for potential discussion purposes. City staff recommends that the City Council act accordingly to approve the final site plan, approve the final site plan with additional comments or concerns to be addressed by the developer, or not approve the final site plan proposal for the Riverdale Townhomes project.

Date Plan Submitted to City: (Must be at least two weeks prior to Planning Commission meeting)	May 10 2022, update on 7/19/2022 and 1/24/2023
Date Application Submitted to City:	May 10, 2022
Date Fee Paid:	Paid on May 17, 2022 (see application and receipt for details)
Subdivision/Site Plan – Preliminary Requirements	Departmental Review Comments
<i>COVER SHEET</i>	Provided
<u>Title Block</u>	
Project name and address	Project name shown and address location shown; units have been numbered for each building unit and block of units
Property Owner's name, address, and phone number	This information is provided on plan: Riverdale Center North, LLC, 5670 Wilshire Blvd, Suite 1250, Los Angeles, California 90036, 323-965-1510, Contact: Steven Usdan
Developer's name, address, and phone number	This information is provided on plan: Riverdale Center North, LLC, 5670 Wilshire Blvd, Suite 1250, Los Angeles, California 90036, 323-965-1510, Contact: Steven Usdan
Approving agency's name and address: Utility companies as applicable	Approving agency's name and address provided – Riverdale City, 4600 South Weber River Drive, Riverdale Utah 84405; <u>utility companies name and address not provided, if applicable</u>

Consulting Engineer's name, address, and phone number	Anderson Wahlen & Associates, 2010 North Riverdale Road, Salt Lake City, Utah 84116, 801-521-8529
Licensed Land Surveyor's name, address, phone number, signature, and seal	Anderson Wahlen & Associates, 2010 North Riverdale Road, Salt Lake City, Utah 84116, 801-521-8529
Date	Yes – 24 Jan, 2023
Revision block with date and initials	Revision block shown for use
Sheet number and total sheets	19 total sheets
<u>General</u>	
Street names	Shown – 300 West and Pacific Avenue
Layouts of lots with lot numbers and addresses	There is only one lot with 45 townhome units on the lot; units have been numbered for each building unit
Adjacent tract ownership and tax identification numbers	Adjacent property tract ownership names with tax ID numbers shown
Scale (minimum 1"=50' to 1"=10')	Yes, scale is shown as 1" = 20' and 1" = 30'
North arrow	Yes
Existing easements, structures, and utility lines: Approval to cross, use, or relocate	Existing easements shown, existing structures and utility lines shown; <u>unsure of approvals provided to cross, use, relocate</u>
Space for notes	Yes, provided
Contours	Yes, shown on multiple sheets
Public areas	Sidewalks and curb/gutter shown on multiple sheets; open space parcels identified
<u>Vicinity Map</u>	
Street names	Yes
Site location	Yes
North arrow	Yes
Scale	"Not to scale" noted
Landscaping (location and type with area calculations)	Landscaping plan shown on sheets L1.1-L2.2; area calculations shown on L1.1
Location of exterior lighting devices, signs, and outdoor advertising	Existing street lights shown and anticipated street lights shown; exterior lighting devices per each unit referenced on comment response sheet; <u>no anticipated subdivision signage locations shown, if applicable</u>

Location of underground tanks, dumpsters, etc	Underground tanks shown on sheet C3.1; dumpsters not anticipated for this site
<u>Additional Information</u>	
Benchmark	Shown, defer to City Engineer review
Basis of bearings	Shown, defer to City Engineer review
Legend	Yes, shown
Existing easements, structures, and utility lines: Approval to cross, use, or relocate	Existing easements shown, existing structures and utility lines shown; <u>unsure of approvals provided to cross, use, relocate</u>
<i>PLAT SHEET</i>	There is no plat for this residential site plan development; however there is a plat associated with this lot that has been submitted, "Riverdale Center V Subdivision, Amended"
<i>PLAN AND PROFILE SHEETS</i>	Site Plan and Utility Plan sheet provided
<u>Title Block</u>	
Project name and address	Project name shown and address location shown; units have been numbered for each building unit and block of units
Approving Agency's name and address	Approving agency's name and address provided – Riverdale City, 4600 South Weber River Drive, Riverdale Utah 84405
Consulting Engineer's name, address, and phone number	Anderson Wahlen & Associates, 2010 North Riverdale Road, Salt Lake City, Utah 84116, 801-521-8529
Date	Yes – 24 Jan, 2023
Scale	Yes, scale is shown as 1" = 20' and 1" = 30'
Revision block with date and initials	Revision block shown for use
Sheet number and total sheets	16 total sheets
<u>General</u>	
North arrow	Yes
Street names	Shown – 300 West and Pacific Avenue
Lot numbers	There is only one lot with 45 townhome units on the lot; units have been numbered for each building unit
Reference to sheets showing adjacent areas	Not applicable
Center line stationing	Shown on plans
Existing natural ground	Shown on sheet C0.1

<u>Signage</u>	Subdivision signage locations not shown, if applicable; may inquire future signage intent
Height	<i>Not available</i>
Size	<i>Not available</i>
Locations	<i>Not available</i>
Colors	<i>Not available</i>
Lighting	<i>Not available</i>
<u>New and Existing Buildings</u>	
Height and Size (multiple homes)	New building - Height = approx. 26 ft 5 inches tall; Building size = 1643 sf per unit; existing buildings and utility structures on site shown; <u>may inquire for more details about the planned structures</u>
Location, setbacks, and all dimensions	Setbacks along road are 20 feet, setbacks along rear perimeter or homes and subdivision are 16 feet at closest point; building footprints shown on drawings should be set to meet R-4 zoning reqs
Type of construction	Stucco and Brick mixture
Type of occupancy and proposed uses	Multiple family residential use on lot; townhomes are single family dwellings
Show handicapped access	ADA accessible ramp shown and identified on multiple sheets
<u>New and Existing Landscaping & Percentage</u>	Landscaping identified on sheets L1.1-L2.2; percentage of landscaping provided for site as compared to overall lot area is 36.16% and meets minimum requirement of 20% or more landscaping coverage per City Code 10-14-12(B.)(2.)
Number of trees	Per plant schedule on L1.2 there are 12 trees, 258 shrubs, 81 ornamental grasses, 81 perennials
Landscape plan showing all planting, hardscaping, berming, and watering	Planting, hardscaping shown; irrigation plan provided
Xeriscaping alternatives being considered	Yes, xeriscaping seems to be applied in the rock mulch and ground cover areas of landscape plan; for more, inquire of the developer
<u>New and Existing Walls and Fences</u>	
Location, design, and height	No existing fences identified on C0.1; new fences shown on sheet C1.0
Materials proposed for construction	Chainlink and vinyl fencing planned
<u>New and Existing Parking</u>	

Location, area, and layout of off-street parking (size of stalls, regular and handicapped)	Onsite guest parking: 22 stalls; 90 dedicated stalls provided and shown; handicapped parking spaces identified and shown; stalls size should meet city requirements, parking stalls need to be a minimum of 180 feet in size per 10-15-5(D.)(1.);
Location of guest parking, residential parking, and handicapped parking	Established as shown on drawings
Internal circulation pattern	Internal circulation not shown, may discuss traffic movement
<u>New and Existing Ingress and Egress</u>	
Location and size of points of ingress and egress for motor vehicles and internal use	Yes, shown
Circulation pattern	Not shown, may discuss traffic movement
<u>New and Existing Streets</u>	
All access points	Yes, this is shown
Center lines	Yes, this is shown
Right-of-way lines	Shown, and identified as “right-of-way”
Face of curb lines	Yes, this is shown
Centerline slope	Yes, this is shown
Signing and striping	<u>Signing installation should be coordinated with public works dept and paid for by applicant; roadway striping should be coordinated with public works;</u>
Light poles	Existing street lights shown and anticipated street lights shown; exterior lighting devices per each unit referenced on comment response sheet
Street lights	Existing and proposed street lights along 300 West and Pacific Avenue shown
Street name signs	<u>Signing installation, if any, should be coordinated with public works dept and paid for by applicant;</u>
Stop signs	<u>Signing installation, if any, should be coordinated with public works dept and paid for by applicant;</u>
UDOT approval (if required for project)	Not applicable to this project
Sidewalk (4’ side with 4” of road base or 6’ side with 6” of road base through the approach)	Yes, shown and defined on sheet C4.1-C4.3 “Civil Details”
Planting Strip	Shown
<u>New and Existing Storm Drainage</u>	
Top of curb elevations	Shown, <u>defer to City Engineer</u>

Slope of gutter	Shown, <u>defer to City Engineer</u>
Manholes	Existing and new shown on multiple sheets
Invert elevations	Shown, <u>defer to City Engineer</u>
Length, size, slope, and type of mains and laterals	Shown on multiple sheets, identified on sheet C3.1, <u>defer to City Engineer</u>
Location of catch basins	Shown on multiple sheets
Ditches, location and ownership	No ditches or waterways of note
Approval to pipe, reroute or use	Other than future City approval, unknown if other approval required; <u>defer to City Engineer</u>
Calculations for retention system	Storm runoff and retention calculations shown on "Drainage Analysis" document for this project; <u>defer to City Engineer</u>
Method of storm water clean-up	Shown on sheet C5.1-C5.3; <u>defer to Public Works Director</u>
<u>New and Existing Sanitary Sewers</u>	
Manholes	Existing and new shown on multiple sheets
Invert elevations	Shown, <u>defer to City Engineer</u>
Length, size, type, and slope of mains and laterals	Shown on multiple sheets, identified on sheet C3.1, <u>defer to City Engineer</u>
<u>New and Existing Water Lines</u>	
Length, size, type, and slope of mains and laterals	Shown on multiple sheets, identified on sheet C3.1, <u>defer to City Engineer</u>
Location, size, and type of water meters, valves, and fire hydrants	Water meter locations shown on sheet C3.1: water meter size varies, type per public works; Location of new and existing valves shown; Existing and new fire hydrants shown
<u>New and Existing Gas Lines</u>	
Size and type	<u>Existing and new: size and type not shown</u> , however developer note identified on utility plat sheet that states, "Power meters, telephone boxes & gas meters to be located along ends of buildings. Coordinate with RMP, Dominion & Telecom Companies"
<u>New and Existing Electrical Lines</u>	

Size, location, and type	Existing locations shown; <u>new electrical lines information not shown or provided</u> , however developer note identified on utility plat sheet that states, “Power meters, telephone boxes & gas meters to be located along ends of buildings. Coordinate with RMP, Dominion & Telecom Companies”
Location of power poles	Existing locations shown; <u>new power pole locations, if any, not shown</u> , however developer note identified on utility plat sheet that states, “Power meters, telephone boxes & gas meters to be located along ends of buildings. Coordinate with RMP, Dominion & Telecom Companies”
<u>New and Existing Telephone Lines</u>	
Location of poles, junction boxes, and manholes	<u>Existing and new: size and type not shown</u> , however developer note identified on utility plat sheet that states, “Power meters, telephone boxes & gas meters to be located along ends of buildings. Coordinate with RMP, Dominion & Telecom Companies”
<u>New and Existing Cable TV Lines</u>	
Location of lines (if applicable)	<u>Existing and new: size and type not shown</u> , however developer note identified on utility plat sheet that states, “Power meters, telephone boxes & gas meters to be located along ends of buildings. Coordinate with RMP, Dominion & Telecom Companies”
<i>DETAILED DRAWINGS</i>	
Cross section of roadway (minimum 8” road base and 3” asphalt)	Where applicable, shown on sheets C4.1-C4.3 “Civil Details”; <u>defer to City Engineer</u>
Cross section of curb and gutter (standard 30” high back)	Shown on sheet C4.1 “Civil Details”; <u>defer to City Engineer</u>
Gutter inlet box with bicycle safe grate	Shown on sheet C4.2 “Civil Details”; bicycle safe grates identified in plans; <u>defer to City Engineer</u>
Cleanout box	Shown; <u>defer to City Engineer</u>
Thrust blocking	Not shown, note that will be installed where applicable to City Standards; <u>defer to City Engineer</u>
Special energy dissipating or drop manholes	May not be applicable; <u>defer to City Engineer</u>
<i>ADDITIONAL INFORMATION</i>	
Soils report	Provided as prepared by CMT Engineering on March 21, 2022

Drainage and runoff calculations	Storm runoff and retention calculations shown on “Drainage Analysis” document for this project; <u>defer to City Engineer</u>
Water right transfer documentation	Applicant needs to show proof of transfer to Public Works; <u>defer to PW Director</u>
Copy of protective covenants, codes, and regulations for development	No protective PRUD CCR’s required for this project
Three large full set of plan drawings (24x36), one full set of plan drawings (11x17 sized), and one digital full set copy of plan drawings	Yes, provided as requested
Building elevation renderings	Building renderings concepts have been provided; <u>Design Review Committee approved design renderings and application to townhomes</u>
Corp of Engineers approval (if required)	Not applicable or required
Zoning compliance	Yes, Multiple-Family Residential (R-4) meets intended uses for site design
RDA compliance (if applicable)	Not applicable in this matter
Use compliance	Yes, site designed for Multiple-Family Residential homes at R-4 zoning density
Engineering comments and letter of approval recommendation	City Engineer, Public Works, Fire Dept, and Police Dept comments provided
Traffic study	Not applicable unless requested by City or PC
All Planning Commission and City Staff conditions for approval have been met	<u>Currently consideration of Final Site Plan submission being reviewed by Council for final approval</u>

DEPARTMENTAL STAFF REPORTS – 5/19/2022 to 2/2/2023

From: Shawn Douglas
Sent: Wed 2/1/2023 3:21 PM
To: Mike Eggett
Subject: Riverdale Townhomes

Mike,

I have attached my review comments for the Riverdale Townhomes. Thanks

Plan Review For Riverdale Townhomes

Storm Water

- 1-Drainage system operation and maintenance plan and BMPS approved and recorded with plat. The submitted plan doesn't match what the design plans show and needs to be updated. Needs to include BMPS, time schedules, cleaning procedure for pretreatment, and underground detention. We will also need an agreement and plan for the new detention system that is located off site.
- 2-Notice of intent filed with state.

Streets

- 1-The area on 300 W between the two entrances should be signed as "no parking".

Water

- 1-Provide what water shares will be used to meet water requirements.
- 2-The water service connection/meter and the sprinkler system line need to be the same size for the irrigation system.

Shawn Douglas

Riverdale City Public Works
801-394-5541 ext 1217
Sdouglas@Riverdalecity.com

From: Scott Brenkman
Sent: Wed 2/1/2023 12:48 PM
To: Mike Eggett
Subject: RE: Review Comments needed - Riverdale Townhomes Site Plan Final Council proposal

Mike,

Please withdraw my previous comments of no concerns for this project.

I have concerns related to on street parking in front of the townhomes as you head west on 300 West and then north on Pacific. Due to the curve in the road, narrow travel lane and turn lane in this area as well as an intersection, I would propose that the street be signed with no parking from entrance to entrance of the townhomes on the north and east side of the road. If cars are allowed to park in this area it will create a visibility and safety issue for those exiting the townhomes and also for those traveling on the street.

Thanks,

Chief Scott Brenkman
Riverdale Police Department
4580 S. Weber River Dr.
Riverdale, UT 84405
(801)394-6616
sbrenkman@riverdalecity.com

From: Jared Sholly
Sent: Thu 1/26/2023 12:50 PM
To: Mike Eggett
Cc: Randy Koger
Subject: RE: Review Comments needed - Riverdale Townhomes Site Plan Final Council proposal

I already sent it to Randy, but I don't see how they have addressed the snow-plowing issue we discussed in the staff meeting. The plan is difficult to read on the PDF, so maybe I am missing it.

Thanks,

Jared Sholly
Fire Chief
Riverdale City Fire Department
Office 801-394-7481
Cell 801-628-6562

From: Randy Koger
Sent: Thu 2/2/2023 12:22 PM
To: Mike Eggett
Cc: Jared Sholly
Subject: RE: Review Comments needed - Riverdale Townhomes Site Plan Final Council proposal

If Public Works is good with the snow storage, I have no additional recommendations.

REVIEW COMMENTS:

The following review comments are based on information provided on the Preliminary Site Plan Proposal, and shall not extend to means, methods, techniques, sequences, or procedures of construction nor conformance to any specifications. Acceptance of the project is the prerogative of the Authority Having Jurisdiction.

Comments made during this review are advisory and do not prevent the necessity of conforming with requirements which might have been overlooked in the review process. Ultimate responsibility for compliance rest with the owner.

A handwritten signature in black ink, reading "Randy S. Koger". The signature is written in a cursive, flowing style.

Fire Marshal/Code Enforcement Officer
Riverdale City
801-436-1241

02 February 2023

Riverdale City
4600 South Weber River Drive
Riverdale, Utah 84405

Attn: Mike Eggett, Community Development Director/RDA Deputy Executive Director
Proj: **Riverdale Townhomes Subdivision**
Subj: Improvement Drawings – Review #4 – recommend approval

Dear Mike,

I herewith recommend engineering approval of the Plat and Site drawings with the following items to be addressed.

General Note:

Please request the Developer or his Engineer submit a response letter with their re-submittal of drawings answering all Engineering review comments contained herein.

1. An **electronic copy** of the Site Plat & Improvement drawings and details must be submitted to the Public Work Department for record keeping upon design completion and prior to approval of the final drawings from our office.

Site Plan – Improvement Drawings:

1. General Concerns:

- Sheet C1.0 Curve information is difficult to read as it conflicts with the right of way width callout.
- At the access point to the adjoining parking area, we suggest adding signage to stop or slow traffic.

2. Storm Water Concerns:

- According to the response comments for including details for the Hydrodynamic Separator, “Separator has been added”. Cannot find detail in the drawings, please add detail.

3. Culinary Water Concerns:

- The fire hydrant on the north side of the proposed development appears to be inside the development property. If so, where it is shown to connect the 8" waterline to the existing 6" tee that is connected to the fire hydrant, we would recommend replacing the 6"x6" tee with a 8"x6" tee and then the waterline can be reduced to a 6" waterline north of the new tee.
- Main waterline is specified as C900 Class 200 Pipe. The specification should be for C-900 DR-18.

4. Sanitary Sewer Concerns:

- The subdivision is showing an 8" sewer line for the development connecting to a 6" sewer line in 300 West. The city records indicate that the sewer line in 300 West is an 8". If the sewer line in 300 West is a 6" sewer line, that will need to be replaced with an 8" sewer line.

We would be happy to meet with the Developer and/or his Engineer to review the above items should they have any questions.

Sincerely,
CEC, Civil Engineering Consultants, PLLC.



R. Todd Freeman, S.E., P.E.
City Engineer

Cc. Shawn Douglas, Riverdale City Public Works Director
 Jeff Woody, Riverdale City Building Official

Minutes of the **Regular Session** of the Riverdale City **Planning Commission** held Tuesday, August 9, 2022, at 6:30 p.m., at the Civic Center 4600 South Weber River Drive, Riverdale City, Weber County, Utah.

Present:

Commissioners:	Kathy Eskelsen, Chairman Robert Wingfield, Vice Chairman Blair Jones, Commissioner Rikard Hermann, Commissioner Wanda Ney, Commissioner
City Employees:	Mike Eggett, Community Development Michelle Marigoni, City Recorder
Excused:	Kent Anderson, Commissioner Amy Ann Spiers, Commissioner
Visitors:	Jake Tate Natalie Nichols Tim Snideman Kim Choate Ted Didas Taukivuea

A. Welcome & Roll Call

- B.** The Planning Commission Meeting began at 6:33 p.m. Chairman Eskelsen welcomed everyone to the meeting and stated for the record that all members of the Planning Commission were present except Commissioner Anderson and Commissioner Spiers, who were excused.

C. Public Comment

Chairman Eskelsen asked if any public were present with comments. There was no public comment.

D. Presentations and Reports

- E.** Chairman Eskelsen turned the time over to Mr. Eggett, who reported the following:
- City Council approved Lesleys Mobile Home Park rezone on 7/19
 - Target's sign Conditional Use Permit was approved
 - Sierra/HomeGoods have pulled building permits
 - Sweeto Burrito building will be Super Chix
 - J Dawgs pulled building permit

F. Consent Items

Consideration of Meeting Minutes from July 12, 2022 Work Session and July 12, 2022 Regular Meeting.

Chairman Eskelsen asked if there were any changes to the minutes. There were no changes. Commissioner Wingfield moved to approve the minutes; Commissioner Hermann seconded the motion, and all were in favor. Minutes approved.

G. Action Items

- 1. a. Public hearing to receive and consider comments regarding proposed updated roadway vacation petition for Cozy Dale Drive (1500 West), 4650 South, 4675 South, 4800 South, 1300 West, and 1350 West as located between approximately 4800 South and 4400 South, Riverdale, Utah, as requested by America First Federal Credit Union and AWA Engineering.**

Mr. Eggett explained this was approved by the Planning Commission but needed to be done again to add 4800 South.

Commissioner Jones moved to open the public hearing. Seconded by Commissioner Wingfield. All in favor. No public comment.

Commissioner Jones moved to close the public hearing. Seconded by Commissioner Wingfield. All in favor.

b. Consideration to forward a recommendation to the City Council regarding proposed roadway vacation petition for Cozy Dale Drive (1500 West), 4650 South, 4675 South, 4800 South, 1300 West, and 1350 West as located between approximately 4800 South and 4400 South, Riverdale, Utah, 84405 as requested by America First Federal Credit Union and AWA Engineering.

Motion: Commissioner Wingfield moved to forward a positive recommendation to the City Council.

Second: Commissioner Jones

Roll Call Vote:

Commissioner Spiers: Excused
Commissioner Anderson: Excused
Commissioner Eskelsen: Yes
Commissioner Jones: Yes
Commissioner Hermann: Yes
Commissioner Wingfield: Yes
Commissioner Ney: Yes

Passes unanimously.

2. Consideration to recommend City Council approval of the Final Site Plan for Shake Shack Riverdale, located at approximately 4142 South Riverdale Road, Riverdale, Utah 84405, as requested by Shake Shack and McNeil Engineering.

Mr. Eggett went over the executive summary and noted Ted Didas was present representing Shake Shack and McNeil Engineering. He explained most of the previous issues have been resolved, but they still need to figure out water rights and have a Design Review Committee review. Public Works has several comments pertaining to water and the city engineer has a few concerns. He went over these comments as noted in the packet.

Mr. Didas addressed the commission for questions. Mrs. Ney asked for clarification and if the comments need to be addressed before it is sent to City Council. Mr. Eggett explained this could be addressed in the motion. Mrs. Ney expressed concern about grass being included in the landscaping. Mr. Didas and Mr. Eggett clarified that this would be more like native grasses and drought resistant plants. Mr. Eggett noted there are some slope difficulties and

Motion: Commissioner Hermann moved to recommend approval of the site plan for Shake Shack, provided all staff and engineering concerns are addressed before the council meeting.

Second: Commissioner Ney

Roll Call Vote:

Commissioner Wingfield: Yes
Commissioner Hermann: Yes
Commissioner Jones: Yes
Commissioner Ney: Yes
Commissioner Eskelsen: Yes
Commissioner Spiers: Excused
Commissioner Anderson: Excused

Passes unanimously.

3. Consideration to recommend City Council approval of the Final Site Plan for Riverdale Townhomes residential project, located at approximately 4086 South 300 West, Riverdale, Utah 84405, as requested by Riverdale Center North, LLC and AWA Engineering.

Mr. Eggett went over the executive summary and said Jake Tate from AWA Engineering is representing all parties. No public hearing is required for this request.

Weber County has requested clear addressing on the final plat, due to the private roads, for emergency services. The water right transfer documentation is still needed. He went over staff and city engineer comments. These properties will be operated as rental units.

Mr. Tate addressed commissioners and said they are almost there on water rights, as they have acquired 18 acre feet. Mrs. Ney asked about the addressing and if the addresses change as the road bends. Mr. Tate said they will all have the same address, but each unit will have a block and unit number. Mr. Eggett explained how addressing is determined. Mrs. Eskelsen asked what the square footage is. Mr. Tate said it's about 1800 plus the garage. They will be two or three bedrooms. The living space will be on the second and third floors. The garages accommodate two cars and a separate lot with 33 stalls is available for visitor parking.

A member of the public asked if these homes are designed only for young people.

Mr. Tate said the vertical nature of the townhome does require stair usage, which may preclude some tenants, but there is no age requirement.

Motion: Commissioner Hermann moved to approve the preliminary site plan for Riverdale Townhomes provided all staff and engineering concerns are addressed.

Second: Commissioner Wingfield

Discussion on motion:

Roll Call Vote:

Commissioner Ney:	Yes
Commissioner Wingfield:	Yes
Commissioner Eskelsen:	Yes
Commissioner Hermann:	Yes
Commissioner Jones:	Yes
Commissioner Anderson:	Excused
Commissioner Spiers:	Excused

Passes unanimously.

H. Comments

I. Adjournment

As there was no further business to discuss, Commissioner Hermann moved to adjourn. This was seconded by Commissioner Ney and the Planning Commission meeting adjourned at 7:02 p.m.

Date Approved: **8/23/2022**



Riverdale City

Community Development
4600 So. Weber River Drive
Riverdale, Utah 84405
Acct #10-34-1500

RIVERDALE CITY PLANNING COMMISSION APPLICATION FOR RESIDENTIAL SUBDIVISION SITE PLAN APPROVAL

CASE NO: 2022-07 DATE SUBMITTED: 5-10-2022

APPLICANT'S NAME: Anderson Wahlen & Associates - Jake Tate

ADDRESS: 2010 North Redwood Road, SLC, UT 84116

PHONE: 801-410-8505

ADDRESS OF SITE: 300 West Street & Pacific Avenue

APPLICANT'S INTEREST: Owner's Authorized Agent

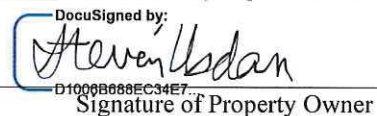
Application is hereby made to the Riverdale City Planning Commission requesting that a
residential subdivision consisting of 45 units lots be approved on 12.94 acres of
(number of lots) (sq. ft./acreage)
property in the R-4 zone in accordance with the attached site plan.


Signature of Applicant

DocuSigned by:

D1006B688EC34E7...
Signature of Property Owner

I authorize Anderson Wahlen & Associates - Jake Tate to act as my representative in all matters relating to this application.

DocuSigned by:

D1006B688EC34E7...
Signature of Property Owner

NOTE: A fee will be charged at the time the site plan is submitted for review - \$150 per lot/unit

Fee: \$ 6,750.00 Date paid: 5-17-2022

Planning Commission sets public hearing: Yes ☐ No ☒ Date of Public Hearing: N/A

Planning Commission scheduled to hear this application for site plan approval on:

Date: 5/24/2022; 8/9/2022 Decision of Commission: Approved; Recommend Approval, resolve staff/engineer concerns

City Council sets public hearing: Yes ☐ No ☒ Date of Public Hearing: N/A

City Council scheduled to hear this application for site plan approval on:

Date: 2/7/2023 Decision of Council: _____



Riverdale City
4600 South Weber River Drive
Riverdale, UT 84405
(801) 394-5541

XBP Confirmation Number: 120843624

Transaction detail for payment to Riverdale City.			Date: 05/17/2022 - 4:47:44 PM MT
Transaction Number: 173075745PT			
VisaXXXX-XXXX-XXXX-1386			
Status: Successful			
Account #	Item	Quantity	Item Amount
10341500	Zoning ampamp Subdiv. Fee	1	\$800.00
10341500	Zoning ampamp Subdiv. Fee	1	\$6750.00
Notes: ANDERSON WAHLEN			

TOTAL: \$7550.00

Billing Information
BRET WAHLEN
, 84405

Transaction taken by: Admin acummings

Riverdale Townhomes Offsite Improvements

OFF-SITE CONSTRUCTION ESTIMATE

This is a Conceptual Estimate prepared prior to receiving Surveys or Preliminary design plans and will change upon completion of these items.

Offsite

Item No.	Description	Quantity		Unit Price		Cost
Site Improvements						
1	Standard Paving & Base	4,538	SF	\$4.00	SF	\$18,152.00
2	24" Conc. Curb and Gutter	220	LF	\$27.00	LF	\$5,940.00
3	Concrete Sidewalk	1,830	SF	\$6.50	SF	\$11,895.00
4	Concrete Paving	775	SF	\$8.50	SF	\$6,587.50
5	Landscape Parkstrip	1,912	SF	\$6.50	SF	\$12,428.00
6	ADA Ramps	4	EA	\$1,000.00	EA	\$4,000.00
7	Street Lights	2	EA	\$8,000.00	EA	\$16,000.00
Storm Drain						
8	15" RCP (Includes Trenching)	82	LF	\$45.00	LF	\$3,690.00
9	18" RCP (Includes Trenching)	94	LF	\$50.00	LF	\$4,700.00
10	Inlet Box / Catch Basin / Junction	2	EA	\$5,000.00	EA	\$10,000.00
11	Combo Box	1	EA	\$6,000.00	EA	\$6,000.00
Water						
12	8" PVC (WL Includes Trenching)	342	LF	\$55.00	LF	\$18,810.00
13	8" Gate Valve	6	EA	\$4,000.00	EA	\$24,000.00
14	8"x8"x6" Tee	1	EA	\$2,000.00	EA	\$2,000.00
15	8"x8"x8" Tee	2	EA	\$2,500.00	EA	\$5,000.00
Sewer						
16	8" PVC (SS) (Includes Trenching)	47	LF	\$50.00	LF	\$2,350.00
17	SS 5" Manhole	1	EA	\$5,000.00	EA	\$5,000.00
18	Street Striping	1	EA	\$3,000.00	EA	\$3,000.00
				SUBTOTAL		\$159,552.50

SUBTOTAL	\$159,552.50
15% Contingency	\$23,932.88
TOTAL	\$183,485.38

1 February 2023

Riverdale City
4600 South Weber River Drive
Riverdale, Utah 84405

Attn: Mike Eggett, Community Development Director/RDA Deputy Executive Director
Proj: **Riverdale Townhomes Subdivision**
Subj: Subdivision Improvement Escrow Amount – “Cost Estimate” – recommend approval

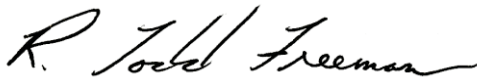
Dear Mike,

I have reviewed the recently submitted “Off-site Construction Estimate” prepared by AWA Engineering for the Riverdale Townhomes Subdivision and I agree with the costs associated for said items.

In my opinion the “Engineers Estimate – Escrow Amount” including the 10% warranty amount should be \$201,833.92

Should you have any questions feel free to contact me at our office.

Sincerely,
CEC, Civil Engineering Consultants, PLLC.



R. Todd Freeman, S.E., PE.
City Engineer

Cc. Shawn Douglas, Riverdale City Public Works Director
Jeff Woody, Riverdale City Building Official





**4086 South 300 West Street
Riverdale, Utah**



C0.0	Cover Sheet
	Subdivision Plat
C0.1	Demolition Plan
C1.0	Overall Site Plan
C1.1	Site Plan
C2.1	Grading Plan
C2.2	Grading Details and Notes
C3.1	Utility Plan
C4.1	Details
C4.2	Details
C4.3	Details
C4.4	Details
C5.1	Erosion Control Plan - Phase 1
C5.2	Erosion Control Plan - Phase 2
C5.3	Erosion Control Details
L1.1	Landscape Plan
L1.2	Landscape Notes & Details
L2.1	Irrigation Plan
L2.2	Irrigation Notes & Details



Legend

Proposed Curb & Gutter		Existing Improvements	
Proposed Drive C/S & E		Existing Asphalt	
Proposed Asphalt		Existing Concrete	
Proposed Concrete		Existing Gravel	
Proposed Thatched Dams		Existing Catch Basin	
Proposed Inlet Box		Existing Manhole	
Proposed Manhole		Existing Fire Hydrant	
Proposed Transformer		Existing Water Valve	
Proposed Water Valve		Existing Drinking Water Line	
Proposed Sewer Line		Existing Secondary Water	
Proposed Fire Hydrant		Existing Gas	
Proposed Water Valve		Existing Storm Drain	
Proposed Water Line		Existing Gas	
Proposed Sanitary Sewer		Existing Telephone	
Proposed Storm Drain		Existing	
Proposed Electric Line		Existing	
Proposed Power Line		Existing	
Proposed Accessible Drive		Existing	
Proposed Fire Line		Existing	
Proposed Secondary Water Line		Existing	
Proposed Road Drive		Existing	
Proposed Fence		Existing	
Proposed Gate		Existing	
Drain Drive		Existing	
Proposed Gate		Existing	
Division of Drainage		Existing	
Proposed Street		Existing	
ADA Accessible Drive		Existing	
Property Line		Existing	
Street Line		Existing	
Proposed Light Right		Existing	
Proposed Street Light		Existing	
Proposed Building		Existing	
Existing Power Line		Existing	
Existing Water P/W Guy		Existing	
Existing Utility Meter		Existing	
Existing Post		Existing	

Know what's below.  **Call 811 before you dig.**

 **BLUE STAKES OF UTAH**
USING INNOVATION. EMUL. INC.
www.bluestakes.org
1-800-662-4111

*All Construction Materials shall meet
Riverside City Standards*

All missing, nonfunctioning and / or damaged surface improvements shall be replaced.
(Sidewalk, Curb & Gutter, Fencing etc...)

A line between monuments found for the Northwest Corner and the North Quarter Corner of Section 8, T34N, R10W, S12E, U.S. Survey was assigned the Weber County bearing of South 89°26'02" East as the Basis of Bearings to place the Survey on the NAD 1983 Utah North Zone State Plane datum.

All of Lots 1 and 3 of Riverdale Center V Subdivision, recorded on June 2, 2009 as Entry No. 3058532 in Book 87 on Page 84 of Official Records of Weber County, of Lot 1 of R.G. Wiley Riverdale Subdivision, recorded on July 2, 2009 as Entry No. 2421405 in Book 70 on Page 18 of the Official Records of Weber County, together with more land, lying within the Southwest Quarter of Section 5 and the Northwest Quarter of Section 8, Township 3 North, Range 1 West, Salt Lake Base and Meridian, U.S. Survey, in Riverdale City, Weber County, Utah:

Riverdale Center North, LLC
5760 Wilshire Blvd., Suite 1250
Los Angeles, CA 90036
Contact: Steven Uadon
Phone: 323-965-1510

Riverdale City
4600 South Weber River Drive
Riverdale, UT 84405

AWA
2010 North Redwood Road
Salt Lake City, UT 84116
Contact: Jake Tate
Office: 801-521-8529
Direct: 801-410-8505
Cell: 801-910-5140

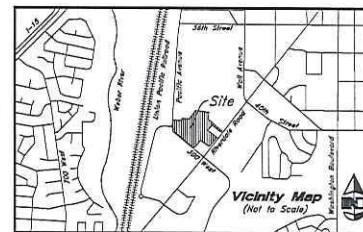
Riverdale Townhomes
4086 South 300 West Street



SHEET NO.
CO.0

Riverdale Center V Subdivision, Amended

Amending all of Lots 1 and 5 of Riverdale Center V Subdivision, and all of Lot 1 of R.C. Willey Riverdale Subdivision, together with more land, being a part of the Southwest Quarter of Section 5 and the Northwest Quarter of Section 8, Township 5 North, Range 1 West, Salt Lake Base and Meridian, U.S. Survey, in Riverdale City, Weber County, Utah
August 2022



Surveyors Certification

I, Ken B. Hawkes, do hereby certify that I am a Licensed Professional Land Surveyor in the State of Utah and that I hold Certificate No. 8707113 by accordance with Title 58, Chapter 22, of the Professional Engineers and Land Surveyors Licensing Act. I further certify that, on behalf of Anderson Whalen & Associates, Inc., I have completed a survey of the property described on this Subdivision Plat in accordance with Section 17-23-17 and have verified all measurements; that the reference monuments shown on this plat are located as indicated and are sufficient to retrace or reestablish this plat; and that the information shown herein is true and accurate and is intended to establish the lateral boundaries of the herein described tract of real property, hereinafter known as RIVERDALE CENTER V SUBDIVISION, AMENDED.

Boundary Description

All of Lots 1 and 5 of Riverdale Center V Subdivision, recorded on June 2, 2020 as Entry No. 3058632 in Book 87 of Page 84 of the Official Records of Weber County, all of Lot 1 of R.C. Willey Riverdale Subdivision, recorded on July 2, 2009 as Entry No. 2421645 in Book 70 of Page 18 of the Official Records of Weber County, together with more land, lying within the Southwest Quarter of Section 5 and the Northwest Quarter of Section 8, Township 5 North, Range 1 West, Salt Lake Base and Meridian, U.S. Survey, in Riverdale City, Weber County, Utah:

Beginning on the Northeastly line of 300 West Street as it exists at 40.00 feet half-width, located 380.25 feet South 89°22'02" East along the Section line; and 197.51 feet South 51°16'02" East from a nail found marking the Northwest Corner of said Section 8; and running thence Northwesterly, Northerly, and Northeasterly along the arc of a 316.55 foot radius curve to the right a distance of 103.02 feet (Center bears South 38°43'58" East, Central Angle equals 54°50'40" and Long Chord bears North 23°50'42" West 291.58 feet) along said Northeasterly line; thence North 82°25'22" West 7.00 feet along a radial line to the Easterly line of Pacific Avenue as it exists at a 33.00 foot half-width; thence North 33°43'58" East 90.59 feet along said Easterly line; thence South 82°40'22" East 279.04 feet; thence North 24°14'14" West 81.09 feet; South 82°40'22" East 136.34 feet; thence North 38°43'58" East 255.10 feet; thence South 82°40'22" East 348.00 feet to the most Northerly Corner of Lot 3 of said Riverdale Center V Subdivision; thence along the Westerly and Southwesterly lines of said Riverdale Center V Subdivision the following two courses: South 21°23'06" West 179.00 feet to the most Westerly Corner of said Lot 1; and South 51°16'02" East 428.89 feet to the Northeasterly line of Riverdale Road; thence South 39°52'57" West 163.03 feet along said Northeasterly line to the most Easterly Corner of Lot 2 of said R.C. Willey Riverdale Subdivision; thence along the Northeasterly and Southwesterly lines of said Lot 2 the following three courses: North 51°38'59" West 244.40 feet; South 38°43'58" West 192.00 feet; and South 51°16'02" East 255.76 feet to said Northeasterly line of Riverdale Road; thence South 39°52'57" West 163.03 feet along said Northeasterly line to a Southwesterly extension of the Northeasterly line of Lot 2 of said Riverdale Center V Subdivision; thence North 51°16'02" West 324.67 feet to and along said Northeasterly line to the most Northerly Corner of said Lot 2; thence South 38°43'58" West 121.02 feet along the Northeasterly line of said Lot 2 to the Westerly Corner thereof; thence South 31°13'52" West 166.61 feet; thence North 51°16'02" West 17.00 feet; thence South 38°43'58" West 84.82 feet to said Northeasterly line of 300 West Street; thence North 51°16'02" East 350.86 feet along said Northeasterly line to a point of tangency and the point of beginning.

Legend

- Property Line
- Easement Line
- Adjoining Line
- Section Line
- Center Line
- Section Corner

Set 5/8" meter with plastic cap or nail with brass tag stamped '1/4"



Scale: 1" = 80'

Acknowledgment

State of _____ County of _____ ss
On the _____ day of _____, 20____, personally appeared before me, the undersigned Notary Public, who being by me duly sworn did say that they are the officers of _____, LLC, by authority of its members or its articles of organization, and they acknowledged to me that said limited liability company executed the same.

Notary Public Full Name: _____
Commission Number: _____
My Commission Expires: _____
A Notary Public Commissioned In _____
(If above information is provided, no stamp required per Utah Code, Title 46, Chapter 1, Section 16)

Acknowledgment

State of _____ County of _____ ss
On the _____ day of _____, 20____, Steven Udson personally appeared before me, the undersigned Notary Public, who being by me duly sworn did say that he is the Managing Member of Riverdale Center North, LLC, by authority of its members or its articles of organization, and they acknowledged to me that said limited liability company executed the same.

Notary Public Full Name: _____
Commission Number: _____
My Commission Expires: _____
A Notary Public Commissioned In _____
(If above information is provided, no stamp required per Utah Code, Title 46, Chapter 1, Section 16)

Narrative

This Survey was requested by COA/Kornwasser to amend the underlying Riverdale Center V and R.C. Willey Riverdale Subdivisions along with more land to create a new Subdivision.

A line between monuments found for the Northwest Corner and the North Quarter Corner of Section 5, T5N, R1W, S3844, U.S. Survey was assigned the Weber County bearing of South 89°22'02" East as the Basis of Bearings to place the Survey on the NAD 1983 Utah North Zone State Plane datum.

The Southwestly line of Lot 5 of Riverdale Center V Subdivision was rectified to match the intent of the record underlying plat with an even 40.00 foot half-width to the road centerline.

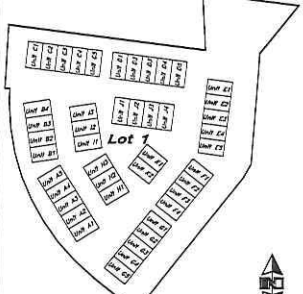
ANNA
2010 North Redwood Road, Salt Lake City, Utah 84116
(801) 521-8529 - ANNAengineering.net

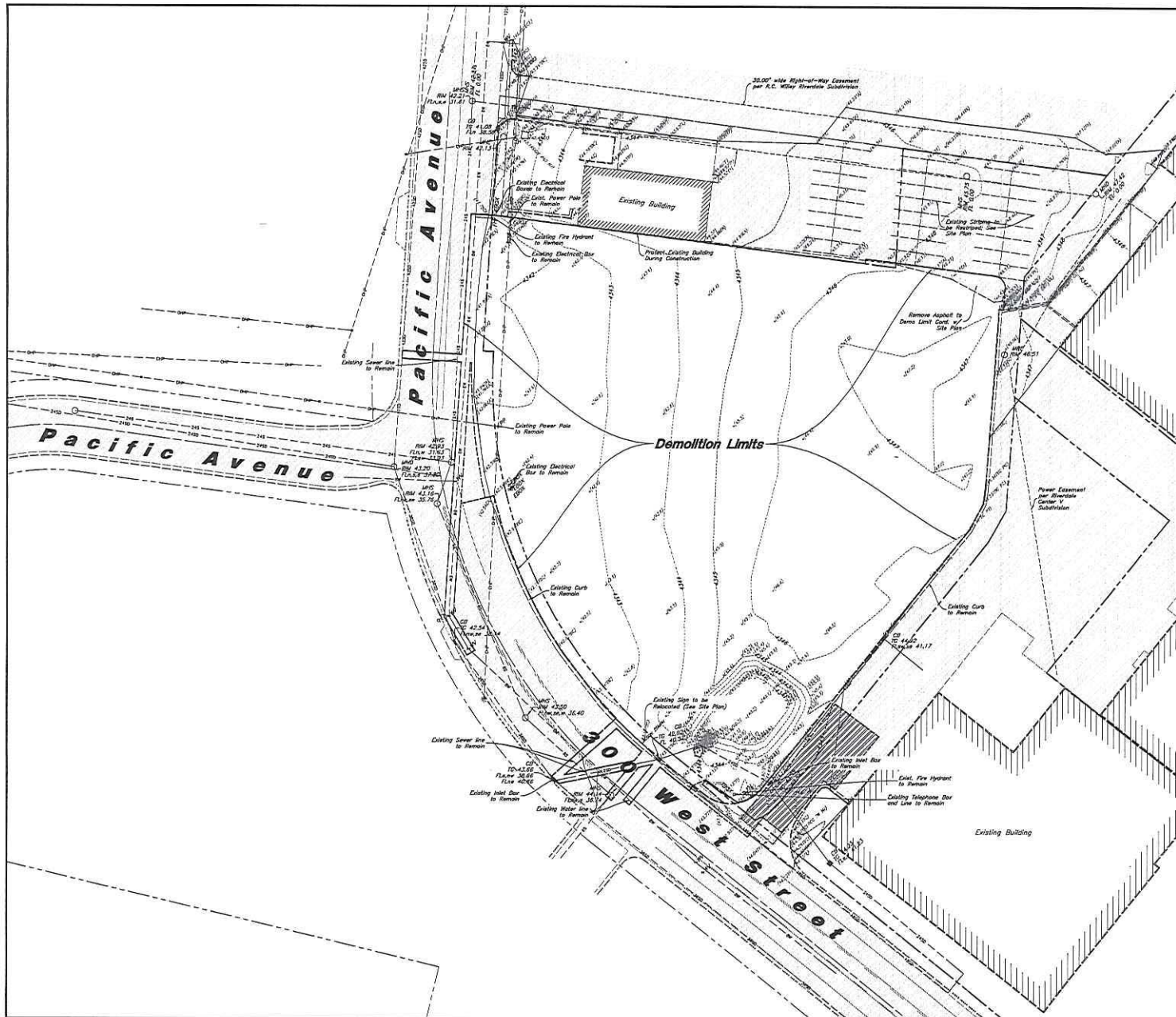
Existing Agreements

This Subdivision is located in an existing property development subject to existing Cross-Access, Maintenance, underground utilities, and other relevant agreements established in the following recorded Declarations, Agreements and amendments thereof, records of Weber County, Utah:

- Entry No. 683163, Book 1154, Page 154
- Entry No. 716563, Book 1206, Page 650
- Entry No. 841280, Book 1397, Page 230
- Entry No. 150204, Book 1774, Page 221
- Entry No. 1446398, Book 1840, Page 973
- Entry No. 1653592, Book 2215, Page 2129
- Entry No. 2033188
- Entry No. 2491451

Unit Identification Map
1:80 Scale





General Demolition Notes:

1. Demolition and site clearing for this contract are to include all areas shown within demolition limits or by note.
2. Refer to site improvement plans for more details on limits of removal.
3. All curbs, gutters, walks, slabs, walls, fences, driveways, easements, and retaining walls, post holes, sewer lines, light poles, buried cables, storm drain piping and structures to be cleared from site unless otherwise shown.
4. All utilities, power, water, gas, telephone and electrical services to be disconnected and capped according to city, county and utility company requirements, unless otherwise shown.
5. Excavated areas to be backfilled with clean granular material compacted to 95% of maximum test density as determined by ASTM D 1557-76. (Test results to be given to owner) Excavated areas should be identified per the geotechnical report prepared for the project.
6. Clear and grub trees, shrubs, and vegetation within construction limits, disposed to be off-site except where noted otherwise.
7. DO NOT interrupt any services or disrupt the operation of any businesses adjacent outside the demolition limits.
8. Remove debris, rubble, and other materials resulting from the demolition and site clearing operations from the site and dispose of in a legal manner.
9. The location and/or elevation of existing utilities as shown on these plans is based on records of the various utility companies and, where possible, measurements taken in the field. The information is not to be relied upon as being exact or complete. Contractor shall conduct additional field verification for field locations. Contractor shall be responsible for protection of in place and relocated utilities during construction.
10. Slopes shall be graded to maintain slopes not greater than 3 horizontal to 1 vertical. Provide erosion control as needed to prevent sediment transport to adjacent drainage ways.
11. Contractor shall be responsible for disposal of all waste material. Disposal shall be at an approved site for such material. Dumping waste is not permitted.
12. Contractor shall verify with city any street removal, curb cuts, and any easements required for utility line removal.
13. Install traffic warning devices as needed in accordance with local standards.
14. Contractor shall obtain all permits necessary for demolition from City, County, State or Federal Agencies as required.
15. Demolish existing buildings and clear from site, (including removal of all buildings and foundations.)
16. If Contractor observes evidence of hazardous materials or contaminated soils he shall immediately contact the project engineer to determine the means and methods of how the work will be completed. The contractor shall determine the area of contamination impact. The contractor is responsible to restore or impacted areas and all restoration shall be part of the contract bid.
17. Limits of demolition/demolished areas shown on the plans may not be an exact depiction, it is the contractor's responsibility to determine the means and methods of how the work will be completed. The contractor shall determine the area of contamination impact. The contractor is responsible to restore or impacted areas and all restoration shall be part of the contract bid.
18. Remove and dispose of any existing unused storm drain pipe.

CAUTION:
The location and/or elevation of existing utilities as shown on these plans is based on records of the various utility companies and, where possible, measurements taken in the field. The information is not to be relied upon as being exact or complete.



Property Owner - Developer

Riverdale Center North, LLC
5750 Wilshire Blvd., Suite 1250
Los Angeles, CA 90048
Contact: Steven Upton
Phone: 323-985-1210

Approving Agency

Riverdale City
4600 South Weber River Drive
Riverdale, UT 84405

Civil Engineer

AWA
2010 North Redwood Road
Salt Lake City, UT 84116
Contact: Jake Tate
Office: 801-521-8529
Direct: 801-910-5505
Cell: 801-910-5340

ANZA
2010 North Redwood Road, Salt Lake City, Utah 84116
(801) 521-8529 - (801) 910-5340

Demolition Plan
Riverdale Townhomes
4088 South 300 West Street
Riverdale, Utah



24 Jan, 2023

SHEET NO.
C0.1



Scale: 1" = 20'

Site Construction Notes

1. Const. 24" Curb & Gutter
2. Const. Asphalt Paving
3. Const. Conc. Sidewalk
4. Const. 6" Conc. Curbwall
5. Const. Conc. Curbwall
6. Const. Accessible Ramp per ICC/ANSI A117.1 (Latest Edition) (See Grading Detail Sheets)
7. Const. 4" Height Chainlink Fence w/ Gates
8. Const. Asphalt Paving Per Riverdale Stn
9. Const. Accessible Striping per MUTCD & ICC/ANSI A117.1 (Latest Edition) (See Accessible Details and Notes)
10. Const. Conc. Paving
11. Sawcut Precast Smooth Clean Edge
12. Const. Accessible VAN Sign per MUTCD & ICC/ANSI A117.1 (Latest Edition) (See Accessible Details and Notes)
13. Const. Accessible Ramp per APWA Stds
14. Const. Conc. Curb & Gutter per Riverdale City Stds
15. Const. Conc. Sidewalk per Riverdale City Stds
16. Const. Stop Sign per MUTCD
17. Const. Drive Approach per Riverdale City Stds
18. Const. & Match Driveway Improvements
19. Existing Conc. Sidewalk
20. Existing Curb & Gutter
21. Const. 6" Height Vinyl Fence
22. Const. 2" Conc. Waterway
23. Adjust Guy Wire to Down Guy Cord w/ 10'
24. Const. Street Light per Riverdale City Stds
25. Const. 4" White Point Stripe (Top) Contractor shall provide 12 mil min. Dry Thickness (Two Coats)
26. Const. 24" White Stop Bar
27. Const. Heavy Duty Asphalt Paving
28. Contractor to Repair Street Pavement Stripping Damaged with New Paving
29. Summer Parking Area; Winter Snow Storage
30. Const. Signage "Townhomes Guest Parking Only"

General Site Notes

1. All dimensions are to back of curb unless otherwise noted.
2. Fire lane markings and signs to be installed as directed by the Fire Marshal.
3. Aisle markings, directional arrows and stop bars will be painted at each driveway as shown on the plans.
4. Const. curb breakover at all points where curb abuts sidewalk, see detail.
5. Contractor shall place asphalt paving in the direction of vehicle travel where possible.
6. Limits of demolition/disturbed areas shown on the plans may not be an exact decision. It is the contractor's responsibility to determine the means and methods of how the work will be completed. The contractor shall determine the area of construction impact. The contractor is responsible to restore all impacted areas and all restoration shall be part of the contract bid.

Construction Survey Notes

The Construction Survey for this project will be provided by Anderson Whalen & Associates, The Local Professional Surveying Service agreement will be provided to the General Contractor(s) for inclusion in base bid. The Survey Legend provided has been attached into Building Costs and Site Costs for use in the Site Work Bid Form.

Snow Stock Area
2,578 s.f. provided

Property Owner - Developer

Riverdale Center North, LLC
5760 Wilshire Blvd., Suite 1250
Los Angeles, CA 90035
Contact: Steven Udson
Phone: 323-963-1510

Approving Agency


Riverdale City
4600 South Weber River Drive
Riverdale, UT 84405

Civil Engineer

2010 North Redwood Road
Salt Lake City, UT 84116
Contact: Julie Tate
Office: 801-521-8529
Direct: 801-410-0205
Cell: 801-912-5340

Survey Control Note:
The contractor or surveyor shall be responsible for following the National Standard of Professional Surveyors (NSPS) rules standards for any surveying or construction control to be established using Anderson Whalen & Associates A.C.S. Survey or electronic data provided by Anderson Whalen & Associates. The surveyor shall also use the benchmarks or shown on the plan, and verify them against no less than three existing permanent monuments established on these plans or an electronic data provided by Anderson Whalen & Associates. If any discrepancies are encountered, the surveyor shall immediately notify the engineer and resolve the discrepancies before proceeding with any construction staking.

PRIVATE ENGINEER'S NOTICE TO CONTRACTORS
The Contractor agrees that he shall assume sole and complete responsibility for his site conditions during the course of construction of this project, including safety of persons and property that this requirement shall apply continuously and not be limited to normal working hours, and that the contractor shall defend, indemnify, and hold the owner and the engineer harmless from any and all liability, loss or damage, in connection with the construction of work on this project, accepting full liability arising from the sole negligence of the owner or the engineer.




ANNA
1010 North Main Street, Suite 200, Salt Lake City, UT 84111
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Site Plan

Riverdale Townhomes

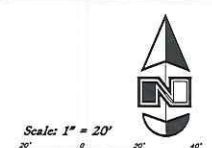
4086 South 300 West Street
Riverdale, Utah



24 Jan, 2023

SHEET NO.

C1.1



General Grading Notes:

1. All grading shall be in accordance with the project geotechnical study.
2. Cut slopes shall be no steeper than 3 horizontal to 1 vertical.
3. Fill slopes shall be no steeper than 3 horizontal to 1 vertical.
4. Fill shall be compacted per the recommendations of the geotechnical report prepared for the project and shall be certified by a Geotechnical Engineer.
5. Areas to receive fill shall be properly prepared and approved by a Geotechnical Engineer prior to placing fill.
6. Fill shall be banded into compact material as per specifications and geotechnical report.
7. All trench backfill shall be tested and certified by a Geotechnical Engineer.
8. A geotechnical engineer shall perform periodic inspections and submit a complete report and map upon completion of the rough grading.
9. The final construction report and verification from a Geotechnical Engineer shall contain the type of field testing performed. Each test shall be identified with the method of testing, the density, whether sand cone or other ring and shall be so noted for each test. Sufficient maximum density determinations shall be performed to verify the accuracy of the maximum density curves used by the field technician.
10. Ditch shall be controlled by watering.
11. The location and protection of all utilities is the responsibility of the permittee.
12. Approved protective measures and temporary drainage provisions must be used to protect adjoining properties during the grading process.
13. All public roadways must be cleared daily of all dirt, mud and debris deposited on them as a result of the grading operation. Cleaning is to be done to the satisfaction of the City Engineer.
14. The site shall be cleared and grubbed of all vegetation and debris prior to grading.
15. The contractor shall provide shoring in accordance with OSHA requirements for trench walls.
16. Appropriate laws shall be complied per the geotechnical report prepared for the project.
17. The recommendations in the following Geotechnical Engineering Report for Civil Engineering Submittals are included in the requirements of grading and site preparation. The Report is titled "C2A Riverdale North Sub-Family Development".
Project No. 17988
Date: May 21, 2022
18. As part of the construction documents, owner has provided contractor with a topographic survey performed by manual or aerial means. Such survey was prepared for project design purposes and is provided to the contractor as a courtesy. It is expressly understood that such survey may not accurately reflect existing topographic conditions.
19. If Contractor observes evidence of hazardous materials or contaminated soils he shall immediately control the project engineer to provide notification and obtain direction before proceeding with disturbance of soil materials or contaminated soil.

Curb and Gutter Construction Notes:

1. Open face gutter shall be constructed where drainage is directed away from curb.
2. Open face gutter locations are indicated by shading and notes on the grading plan.
3. It is the responsibility of the surveyor to adjust top of asphalt grades to top of curb grades at the time of construction staking.
4. Refer to the typical details for standard and open face curb and gutter dimensions.
5. Transitions from open face to standard curb and gutter are to be smooth. Note from these areas if necessary.
6. Gull elevations are shown on this plan with feet markings. Coordinate and verify site information with project drawings.

Sidewalk Construction Notes:

1. Concrete sidewalk shall be constructed with a cross slope of 1.5% unless shown otherwise on plan.
2. Running slope of sidewalk shall be built per grades shown on the plan, where grades are not provided, sidewalk shall be constructed with a maximum running slope of 4.5%.
3. Refer to the Site Plan for sidewalk dimensions.

Front Porch Step Table

1	Cont 1 Cont. Rise see Grades for Height
2	Cont 2 Cont. Rise see Grades for Height
3	Cont 3 Cont. Rise see Grades for Height

Property Owner - Developer

Riverdale Center North, LLC
5780 Wadsworth Blvd., Suite 1250
Los Angeles, CA 90016
Contact: Steven Upton
Phone: 323-967-1610

Approving Agency

Riverdale City
4500 South Wadsworth Drive
Riverside, UT 84403

Civil Engineer

AWA
2010 North Redwood Road
Salt Lake City, UT 84116
Contact: Joyce Tate
Office: 801-521-8529
Direct: 801-410-6505
Cell: 801-910-5340

DESIGNED BY: JT	DATE: 05/20/22
DRAWN BY: DC	DATE: 05/20/22
CHECKED BY: JT	DATE: 05/20/22
APPROVED BY: JT	DATE: 05/20/22
PROJECT NO: 21-188 GP	

AWA
2010 North Redwood Road, Suite 1250, Salt Lake City, UT 84116
(801) 521-8529 - AWAEngineering.net

Grading Plan

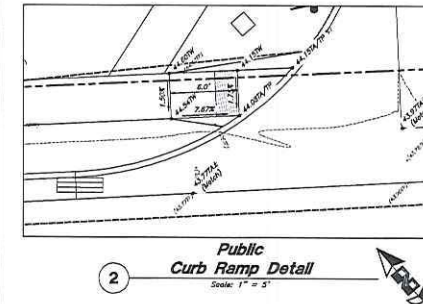
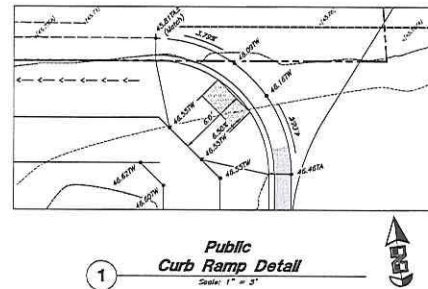
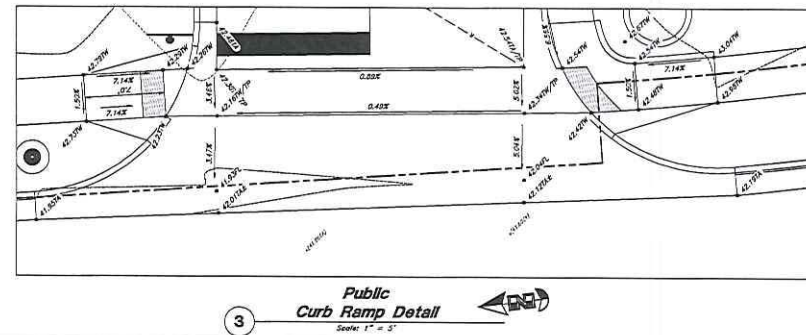
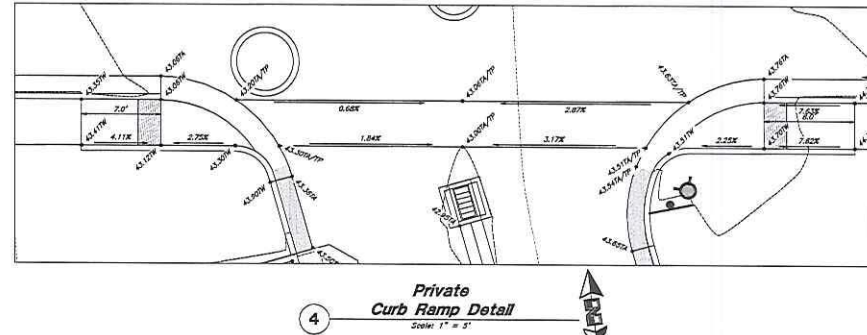
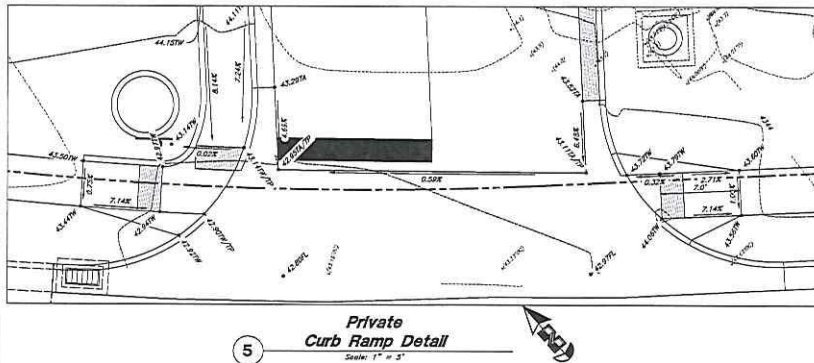
Riverdale Townhomes

4086 South 300 West Street
Riverside, Utah

24 Jan, 2023

C2.1

ONEET NO.



Prior to any construction of any Accessible improvements, a Pre-Construction meeting shall be held between Contractor and Engineer. Contractor is Responsible to contact Engineer and Schedule Pre-Construction Meeting

Public Curb Ramp Construction Notes

1. All public curb ramps shall be constructed in accordance with governing municipalities standards and specifications.
2. It is the contractor's responsibility to obtain governing municipalities standards and specifications.
3. The Client, Contractor and Subcontractor shall immediately notify the Consultant of any conditions of the project that they believe do not comply with the current state of Accessible and Usable Buildings and Facilities (ICC-ANSI A117.1-Latest Edition) and/or FTM.

Private Curb Ramp Construction Notes

1. Slopes provided are per Anderson Station & Associates design standards. Slopes shown are based ADA and ICC maximum requirements, unless noted otherwise in project plans.
2. The Client, Contractor and Subcontractor shall immediately notify the Consultant of any conditions of the project that they believe do not comply with the current state of Accessible and Usable Buildings and Facilities (ICC-ANSI A117.1-Latest Edition) and/or FTM.
3. Counter slopes of adjoining gutters & paving adjacent to the curb ramps shall not be steeper than 4.33%.
4. Accessible ramp flows shall be poured separately from ramps to ensure proper slopes.
5. Contractor to transition curb or sidewalk height from ramp throughout transition.

Property Owner - Developer

Riverdale Center North, LLC
5760 Wilshire Blvd., Suite 1250
Los Angeles, CA 90036
Contact: Steven Udén
Phone: 323-965-1510

Civil Engineer

AWA
2010 North Redwood Road
Salt Lake City, UT 84116
Contact: Julie Telle
Office: 801-521-9529
Direct: 801-410-8553
Cell: 801-910-5340

Approving Agency

Riverdale City
4650 South Weber River Drive
Riverdale, UT 84405

Grading Details and Notes
Riverdale Townhomes
4086 South 300 West Street
Riverdale, Utah



24 Jan, 2023

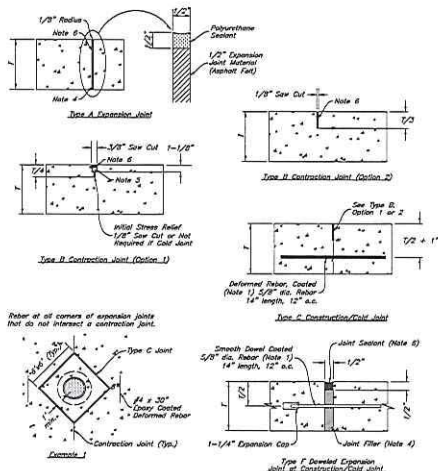
C2.2

AWA
2010 North Redwood Road
Salt Lake City, Utah 84116
(801) 521-9529 - ARB/engr/engr/engr

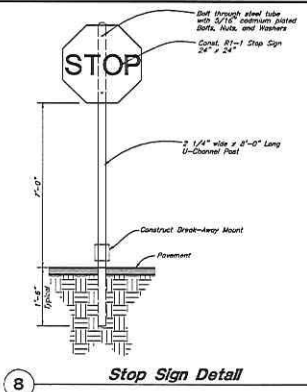
Designed by: JT
Drawn by: JC
Client Name:
Project Development
21-188 CP

DATE
REV

- REINFORCEMENT:** ASTM A 615, grade 60, galvanized or epoxy coated deformed steel rebar or smooth steel dowels with diameter and length as indicated.
 - Space rebar and dowels at 12 to 15 inches on center.
 - Grass dowels to provide movement in expansion joints.
 - Keep tie bars in the vertical center of the concrete slab and perpendicular to the joint during concrete placement.
- SAWING:** Keep at least 3 working power saws on-site when concrete is being placed. Saw crack control joints (contraction joints) before shrinkage cracking takes place. Do not tear or reveal concrete during sawing. In cool weather, the joint sawing may be delayed only for the time required to prevent freezing and revealing the concrete. Cut joints to dimensions recommended by sealant manufacturer and approved by ENGINEER.
- JOINTS:** Lay out joints to old construction and control random cracking.
 - Joint spacing shall be 12 feet maximum on center in both directions.
 - Extend transverse contraction joints continuously across the full width of the concrete. Make the joints coincide with curb and gutter joints.
 - Make adjustments in joint locations to meet inlet or manhole locations.
 - Expansion joints shall be placed where concrete abuts a building wall, sidewalk, curb, gutter or any immovable structure.
- JOINT FILLER:** Bituminous (Asphalt or tar) mastic, ASTM D294. Formed and encased between 2 layers of bituminous saturated felt or 2 layers of glass-fiber felt extending to the bottom of the concrete slab.
- BACKFILL:** Round Roads. It must be oversized approximately 25 percent to fit tightly into each joint and compatible with hot placed asphalt.
- JOINT SEALANT:** Not applied, Asphalt base type, ASTM D 3425. Remove dirt, oil, and curing compounds from joint reservoir. Seal joints immediately after cleaning.

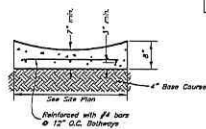


9 Concrete Joint Detail
Not to Scale



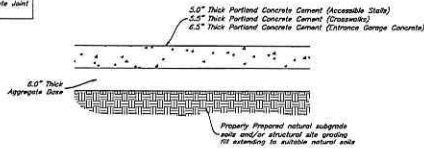
8 Stop Sign Detail
Not to Scale

- Spacing = 10' O.C.
- 1/8" Hole by 2" Deep

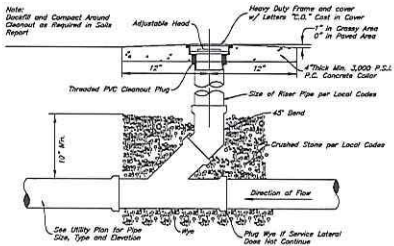


7 Typical Waterway Detail
Not to Scale

- See Geotechnical Report for Project for Future Details
- See Concrete Joint Detail

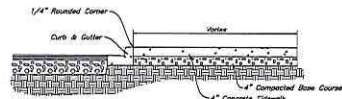


6 Concrete Paving Section
Not to Scale



5 Typical Cleanout Detail
Not to Scale

- Spacing = 10' O.C.
- Expansion Joints

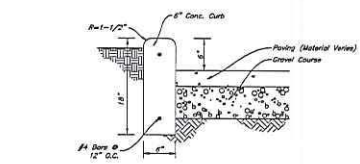


4 Typical Sidewalk Detail
Not to Scale

Property Owner - Developer
Riverdale Center North, LLC
3760 Wilshire Blvd., Suite 1250
Los Angeles, CA 90036
Contact: Steven Udson
Phone: 323-925-1510

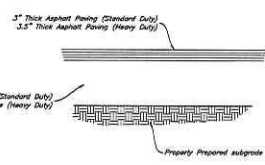
Approving Agency
Riverdale City
4600 South Weber River Drive
Riverdale, UT 84405

Civil Engineer
AWA
2010 North Redwood Road
South Lake City, UT 84116
Contact: Jake Tele
Office: 801-521-8529
Direct: 801-410-3203
Cell: 801-910-5340



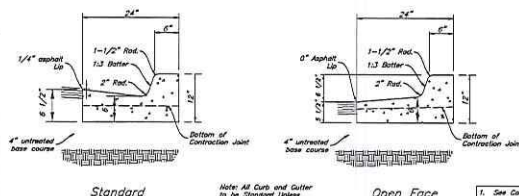
3 Curb Wall Detail
Not to Scale

- See Geotechnical Report for Project

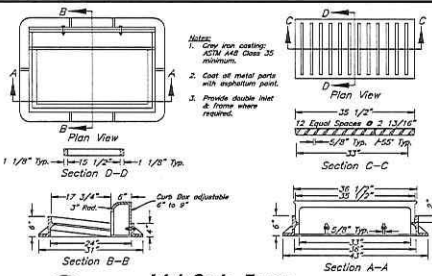


2 Standard Asphalt Section
Not to Scale

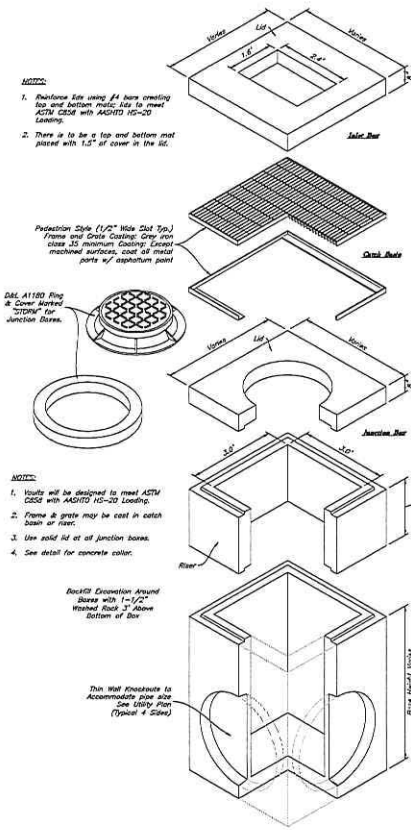
- Contraction Joints
 - Spacing = 10' o.c., see joint detail
 - 1/8" hole by 2" deep from top of curb at 15'-0" intervals
- Expansion Joints
 - Make expansion joints full depth, see joint detail
 - Place expansion joint at all cold joints
 - Expansion joints are required at ends of all road 0.00.
 - Provide 2'-0" on each side of drainage structure
 - Required of 30'-0" maximum intervals in straight curb and gutter
 - Provide #4 x 14" long smooth steel dowel bars with 1" o.c. grease cap through expansion joints (5" thick bituminous filler material)
- 2'-6" long tie bar on 2'-6" centers shall be provided when curb is adjacent to P.C.C. pavement
- Provide #4 x 2'-4" long tie bars to connect existing and new curb and gutter
- Remove forms as early as possible. Brush top and face of curbs to remove all imperfections. Typical of all form work.
- All rebar shall be true area
- Medium to light brown finish on all exterior concrete



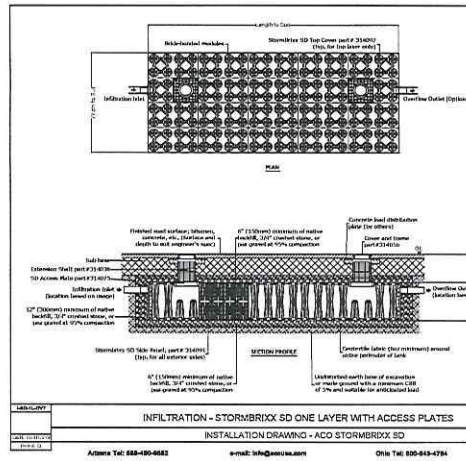
1 24" Curb And Gutter
Not to Scale



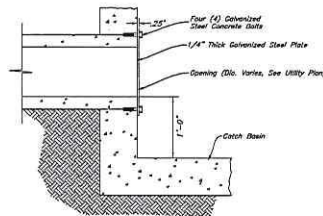
15 Inlet Gate Frame
Not to Scale



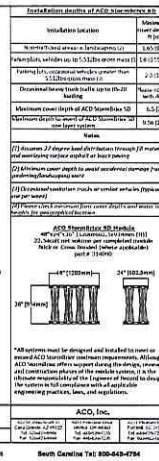
Precast 3' x 3' Catch Basin Junction Box/Inlet
Not to Scale



13 ACO StormBrixx



12 Orifice Plate Detail
Not to Scale

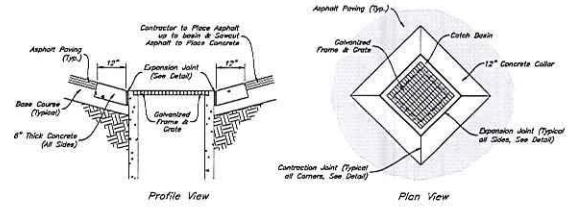


ACO StormBrixx

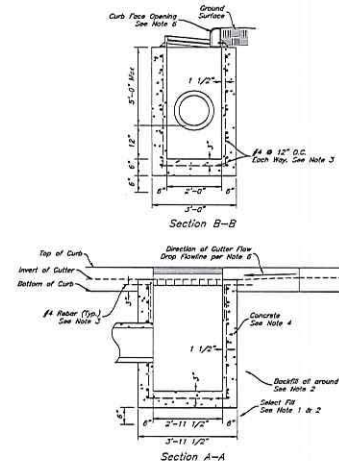
Property Owner - Developer
Riverdale Center North, LLC
5750 Wilshire Blvd., Suite 1250
Los Angeles, CA 90036
Contact: Steven Udson
Phone: 323-955-1510

Approving Agency
Riverdale City
4600 South Weber River Drive
Riverdale, UT 84402

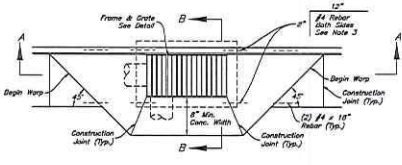
Civil Engineer
AWA
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Salt Lake City, UT 84118
Contact: Jane Tate
Office: 801-521-8529
Direct: 801-410-8503
Cell: 801-910-5340



11 Concrete Collar Detail
Not to Scale

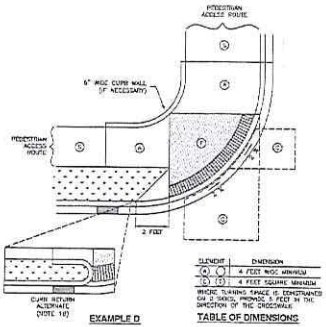


- Catch Basin Notes:**
1. Select F30 Use untreated base course grade 1 or grade 3/4 per APMA Section 02050. Use of sewer rock or recycled aggregate requires Engineer's written approval.
 2. Backfill: Install and compact of backfill material or APMA Section 02321.
 3. Reinforcement: Use ASTM A 615, grade 60 deformed steel rebar. See APMA Section 02350.
 4. Concrete: Class 4,000 per APMA Section 02304. Place per APMA Section 02310. Apply a sealing / curing compound per APMA Section 03390 or use an alternative alternate curing method.
 5. Flow Lateral: The drawing shows alternate connections to the curb outlet. Refer to construction drawings for connection locations.
 6. Curb Face Opening: Make opening 4 inches high. Provide at least a 2 inch step from the gutter flange to the front of the curb face opening.
 7. Comp. Apron in front of Inlet Grate to be 8\"/>

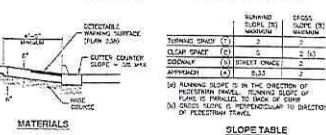


10 Curb Inlet with Single Grate
Not to Scale

TURNING SPACE AT STREET LEVEL



CLAMP	THICKNESS	MINIMUM	MAXIMUM
(1) 4" MIN. MINIMUM	(2) 4" MIN. MINIMUM	(3) 4" MIN. MINIMUM	(4) 4" MIN. MINIMUM
(5) 4" MIN. MINIMUM	(6) 4" MIN. MINIMUM	(7) 4" MIN. MINIMUM	(8) 4" MIN. MINIMUM
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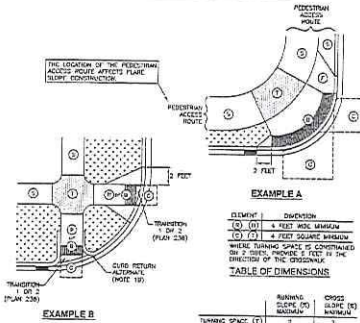


Corner curb cut assembly

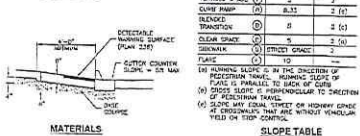
APWA Curb Ramp

Not to Scale

TURNING SPACE AT SIDEWALK LEVEL



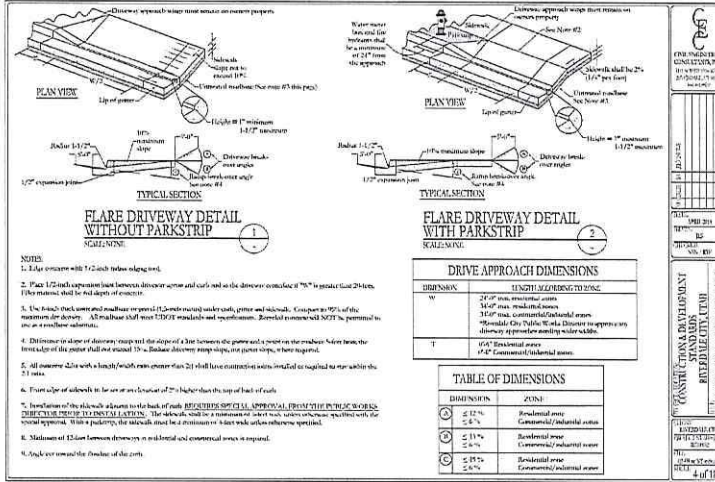
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(5) 4" MIN. MINIMUM	(6) 4" MIN. MINIMUM	(7) 4" MIN. MINIMUM	(8) 4" MIN. MINIMUM
(9) 4" MIN. MINIMUM	(10) 4" MIN. MINIMUM	(11) 4" MIN. MINIMUM	(12) 4" MIN. MINIMUM



Corner curb cut assembly

APWA Curb Ramp

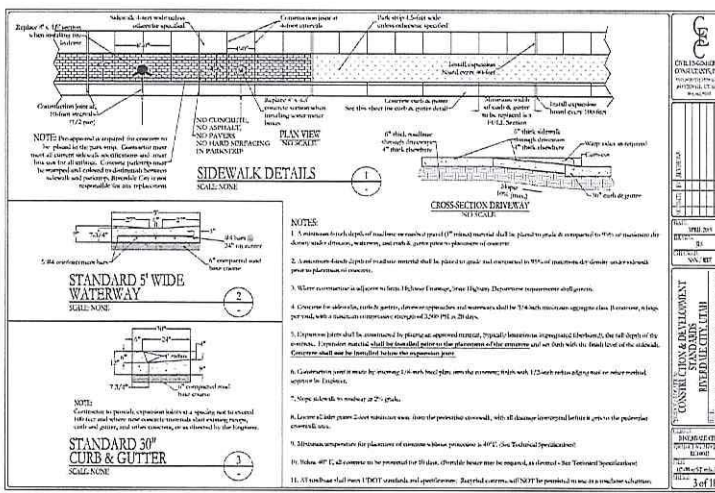
Not to Scale



CLAMP	THICKNESS	MINIMUM	MAXIMUM
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(5) 4" MIN. MINIMUM	(6) 4" MIN. MINIMUM	(7) 4" MIN. MINIMUM	(8) 4" MIN. MINIMUM
(9) 4" MIN. MINIMUM	(10) 4" MIN. MINIMUM	(11) 4" MIN. MINIMUM	(12) 4" MIN. MINIMUM

Riverdale City Drive Approach

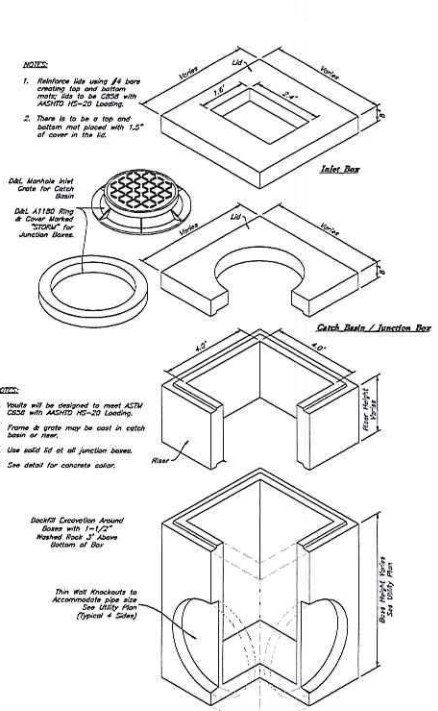
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CLAMP	THICKNESS	MINIMUM	MAXIMUM
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(5) 4" MIN. MINIMUM	(6) 4" MIN. MINIMUM	(7) 4" MIN. MINIMUM	(8) 4" MIN. MINIMUM
(9) 4" MIN. MINIMUM	(10) 4" MIN. MINIMUM	(11) 4" MIN. MINIMUM	(12) 4" MIN. MINIMUM

Riverdale City Sidewalk, Curb And Gutter

Not to Scale



Precast 4' x 4' Catch Basin Junction Box/Inlet Box

Not to Scale

Property Owner - Developer

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Los Angeles, CA 90036
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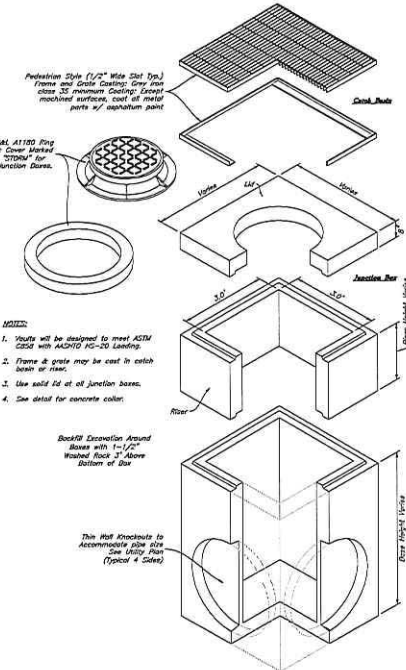
Details
Riverdale Townhomes
4085 South 300 West Street
Riverdale, Utah



24 Jan, 2023
SHEET NO.
C4.3

NOTES:

1. Reinforce lid using #4 bars creating top and bottom mats. Size to meet ASTM C854 with AASHTO HG-20 Loading.
2. There is to be a top and bottom mat placed with 1.5" of cover in the lid.



NOTES:

1. You'll be designed to meet ASTM C854 with AASHTO HG-20 Loading.
2. Frame & grate may be cast in catch basin or rise.
3. Use solid lid of all junction boxes.
4. See detail for concrete collar.

Backfill Extension Around
Bases with 1-1/2"
Washed Rock 3" Above
Bottom of Box

The #48 Reinforce to
Accommodate pipe size
See Utility Plan
(Typical 4' Spaced)

**Precast 2' x 2' Catch Basin
Junction Box/Inlet**

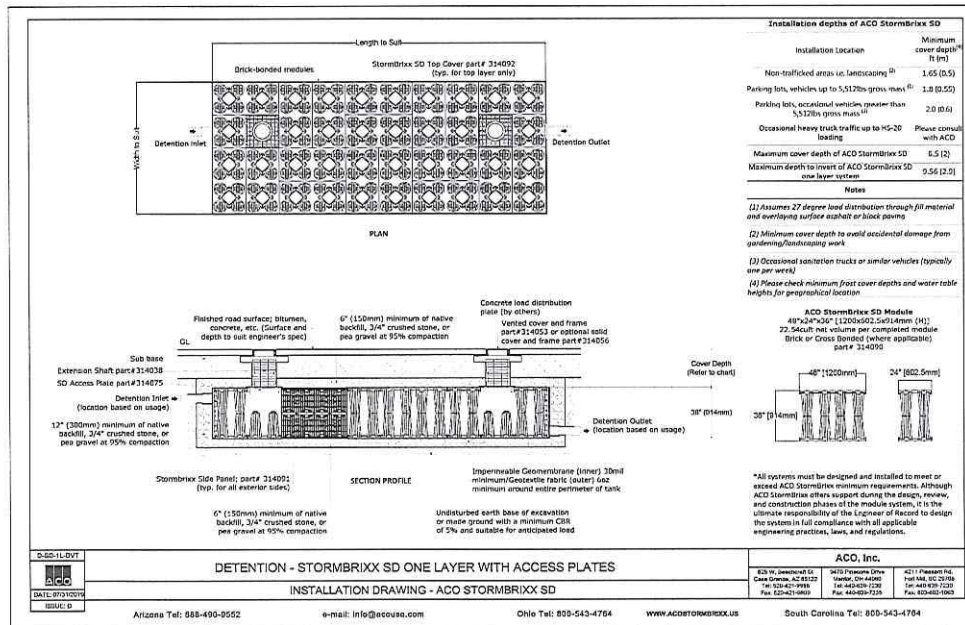
Not to Scale

Maintenance Steps

- Step 1**
Locate the access cover on the surface connected to the tank.
- Step 2**
Once located, safely open the lid and place it out of the way.
- Step 3**
Perform an inspection of the tank to locate any debris. This can be done visually, with or without an inspection camera.
- Step 4**
If your tank has standing water in it already, you will need to vacuum and remove that water first before visually inspecting the tank.

- Step 5**
Use the high pressure jet nozzle or wand to loosen and suspend any solid debris that has built up.
- Step 6**
A minimum water pressure of 8 PSI is recommended. The maximum pressure depends on the geotextile fabric chosen. Please check with fabric manufacturer for max PSI.
- Step 7**
To ensure correct insertion of a high pressure jet nozzle we recommend using a pipe elbow.
- Step 8**
Once the water level has reached 3 inches or more, shut the water off and remove the high pressure nozzle.

- Step 9**
Insert the vacuum hose via the remote access unit or access plate and begin removing the debris that is now suspended in water. Do this until all the water has been removed.
- Step 10**
Not all water and debris may come out in the first round, repeat steps 5 through 7.
- Step 11**
Once it appears all debris has been removed, inspect the tank again to make sure everything has been cleared.
- Step 12**
Once the tank is clear of debris and water, remove all equipment used and place the cover back on the tank. Secure cover accordingly.
- Alternatively, a nearby fire hydrant can be used to suspend debris within the StormBrixx SD before vacuuming up the water.



Property Owner - Developer

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4600 South Weber River Drive
Riverdale, UT 84405

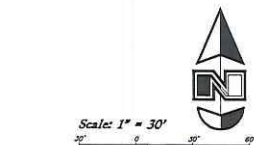
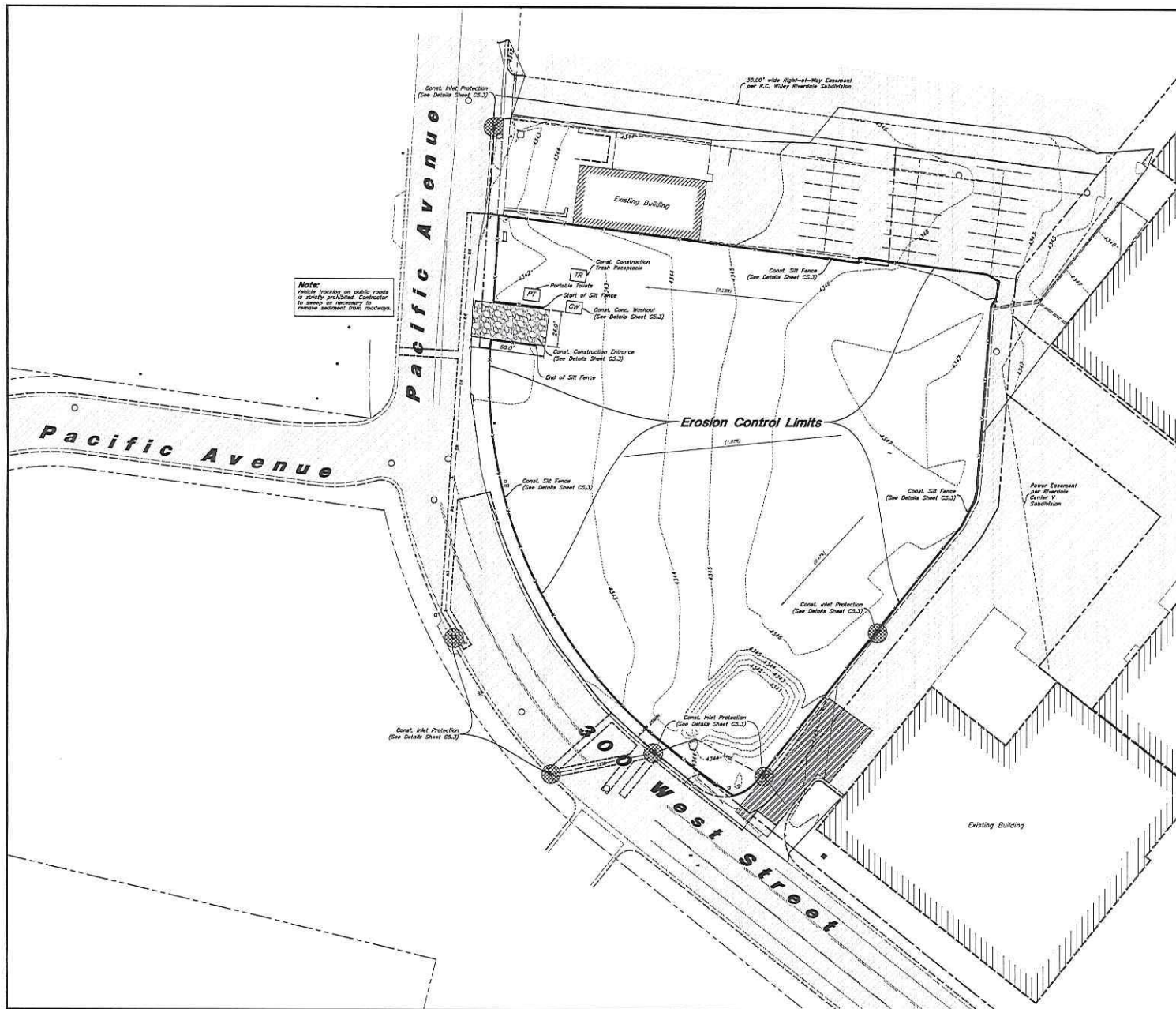
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Details
Riverdale Townhomes
4086 South 300 West Street
Riverdale, Utah



24 Jan, 2023
C4.4



- Legend**
- Place inlet Protection at all Inlet Locations to prevent silt from exiting.
 - Silt Fence
 - Limit of Disturbance
 - Construction Entrance / Truck Wash (30'x24' Min.)
 - Concrete Washout Area
 - Portable Toilet
 - Gravel Stock
 - Existing Contour
 - Proposed Contour

Erosion Control Notes

- Storm water will be discharged into an existing drainage system. Existing Lines shall be inspected prior to Certificate of Occupancy and closed if necessary.
- The Storm Water Prevention Plan shall conform to all State Division of Environmental Protection Regulations.
- All Construction equipment will enter thru Designated Construction Entrances.
- Coordinate Entrance locations with the local jurisdiction.
- Inlet Protection Devices and Barriers shall be Replaced or Replaced if they Show Signs of Undermining or Disturbance.
- Silt Fences shall be Replaced to their Original Condition if Damaged. Sediment shall be Removed from Silt Fences when it Reaches unacceptably High Height of the Silt Fence.
- The Construction Entrances shall be Maintained in a Condition which will Prevent Tracking of Soil or Sediment into Public Right-of-Way. This may Require Periodic Top Dressing of the Construction Entrances as Conditions Demand.
- All Materials Spilled, Dropped, Washed or Tracked from Vehicles onto Roadways or into Storm Drains must be Removed Immediately.
- Due to the Grade Changes During the Development of the Project, the Contractor shall be Responsible for Adjusting the Erosion Control Measures (Silt Fences, Inlet Protection, Etc.) to Prevent Erosion.
- Contractor shall use Vehicle Tracking Control at all Locations where vehicles will Enter or Exit the Site. Control Facilities will be Maintained while Construction is in Progress, Monitored when Necessary and Replaced when the Site is Paved.
- Inlet Protection Devices shall be Installed Immediately upon Initiation of Stormwater Discharge.
- This Document is Valid Only for Changes, Modifications, Updates and Alterations. It is the Responsibility of the Contractor to Keep Record of all Alterations made to the Erosion Control Measures implemented for the Project on this Plan and in the Storm Water Pollution Prevention Plan.
- Cover Exposed stockpiles of soils, construction and landscaping materials with heavy plastic sheeting.
- Re-vegetate areas where landscaping has died or not taken hold.
- Divert storm water runoff around disturbed soils with berms or dirt mounds.
- Contractor to provide permanent stabilization to any areas disturbed by construction by hydroseeding native vegetation (if not otherwise stabilized).
- Contractor is responsible for obtaining a fugitive dust control permit through the Division of Air Quality. All responsibilities relating to the protection of the dust control plan shall be the responsibility of the Contractor.

Property Owner - Developer

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Civil Engineer

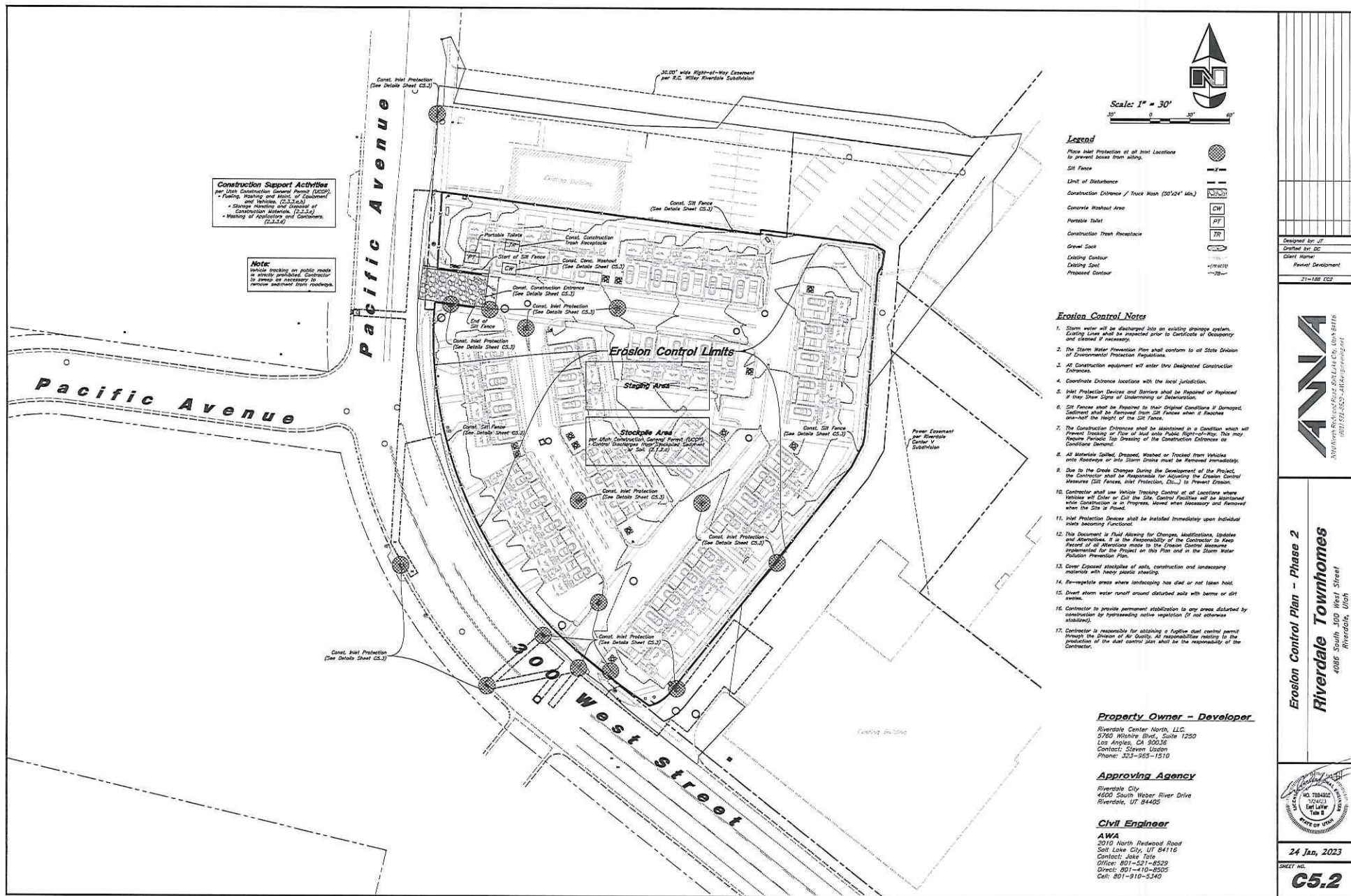
AWA
 2010 North Redwood Road
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 Direct: 801-910-6525
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Erosion Control Plan - Phase 1

Riverdale Townhomes
 4086 South 300 West Street
 Riverdale, Utah

DESIGNED BY: JT
 DRAFTED BY: GC
 CLIENT NAME:
 Project Development
 21-188 E01

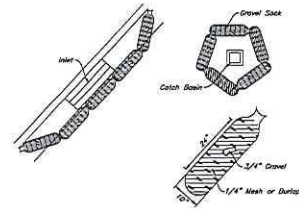
24 Jan, 2023
C5.1



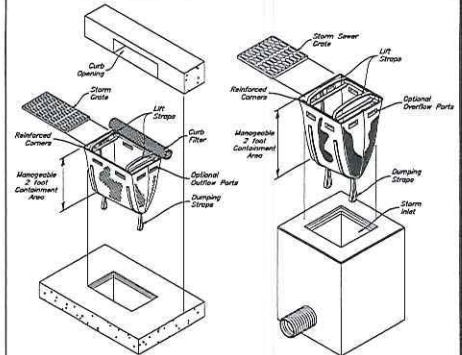
Erosion Control Plan - Phase 2
 Riverdale Townhomes
 4086 South 300 West Street
 Riverdale, Utah



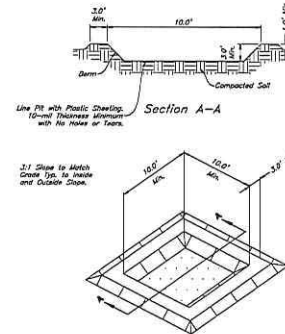
24 Jan, 2023
 SHEET NO.
C5.2



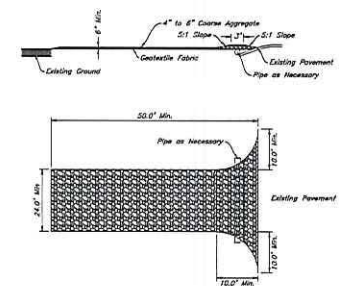
5 Gravel Sock Sediment Barrier
Not to Scale



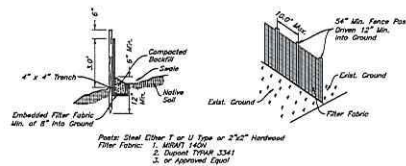
2 Dandy Sack Inlet Protection
Not to Scale



4 Concrete Washout
Not to Scale



1 Stabilized Construction Entrance
Not to Scale



3 Silt Fence Section
Not to Scale

Property Owner - Developer

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Riverdale, UT 84405

Civil Engineer

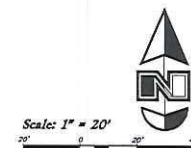
AWA
2010 North Redwood Road
Salt Lake City, UT 84110
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Office: 801-521-8529
Direct: 801-410-9595
Cell: 801-910-5140

ANNA
ANNA Reinforced Base Sock Lake Co. (USA) 8119
1031 551 5522 - 4444444444

Erosion Control Details
Riverdale Townhomes
4086 South 100 West Street
Riverdale, Utah



24 Jan, 2023
C5.3



Landscape Data
 Zone: Multiple-Family Residential (R-4)
 Site Area = 108,020 s.f. (2.48 ac.)
 Landscape Provided = 24,834 s.f. (23%)
 Shrub Area = 22,459 s.f. (90%)
 Lawn Area = 1,173 s.f. (5%)
 Artificial Turf Area = 1,202 s.f. (5%)
 Offsite Landscape Area Provided = 1,641 s.f.
 No More Than 3% of all Newly Planted Trees May be the Same Variety
 Xeriscape Landscape = 95%; Xeriscape Areas Shall Consist of Shrub Areas with Drought Tolerant Plant Material

Landscape Notes

1. All Landscape Material Shall be Fully Installed by an Automatic Irrigation System, including the Area and Supply for Lawn Areas. See Irrigation Schedule for Irrigation Layout and Detail 12.2 "Irrigation Notes and Details".
2. All Landscape Material on Roaded to Allow Access to all New and Existing Sidewalks, Irrigation Components Shall be Installed Between Plant Material to Allow Easy Access for Maintenance.
3. All Areas Disturbed by Construction Shall be Landscaped and Not Left Undone.
4. No Edging Shall be Used Between Different Stone Types. Provide a Nice Straight Defined Edge Between Stone Types.

Landscape Keynotes

1. Install Shrub Planter with Weed Barrier and Decorative Stone. See Material Schedule for Stone Type.
2. Install Artificial Turf for Dog Park. See Material Schedule for More Detail.
3. 6" High Vinyl Fence - See Civil Plans for more detail. Verify that Decorative Stone is installed at Base of Fence on Both Sides of the Fence.
4. Install Lawn - See Plant Schedule.
5. Install Landscape Concrete Curbing Between Lawn and Shrub Area.
6. Dog Park Fence - See Civil Plans for More Detail.
7. Install Landscape Boulder - See Material Schedule for More Detail.
8. Install Irrigation Reduced Pressure Backflow Preventor (RPBP). See Irrigation Plan for More Detail.
9. Install Weed Barrier and Decorative Stone Between Units for Grade Transition. See Material Schedule for Stone Type. Verify that Stone is Secure in Planter as that it Doesn't Leave Planter. Compact Stone as Needed.
10. Street Light - See Site Elect. Plans.

Property Owner - Developer

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Know what's below.
 Call before you dig.

21-188 L2

ANNA

2010 North Redwood Road, Salt Lake City, Utah 84116
 (801) 521-8529 / (801) 910-5140

Landscape Plan
 Riverdale Townhomes
 4086 South 300 West Street
 Riverdale, Utah

24 Jan, 2023
 L11

PLANT SCHEDULE

SYMBOL	QTY	BOTANICAL / COMMON NAME	SIZE
	3	<i>Chetula intermedia</i> 'Imperial' / Imperial Honeylocust	2" Cal. / 8-10' Ht.
	2	<i>Quercus robur</i> 'Fastigiate' / Striped English Oak	2" Cal. / 6-8' Ht.
	3	<i>Syringa reticulata</i> 'Violet Silk' / Violet Silk Japanese Tree Lilac	2" Cal. / 6-8' Ht.
	4	<i>Tilia cordata</i> 'Corazon' / Coratition Littleleaf Linden	2" Cal. / 6-8' Ht.
SYMBOL	QTY	BOTANICAL / COMMON NAME	SIZE
	24	<i>Buxus</i> x 'Green Mound' / Green Mound Boxwood	2 gal
	19	<i>Cornus sericea</i> 'Violet Mink' / Variegated Redwing Dogwood	3 gal
	12	<i>Cornus sericea</i> 'Keweenaw' / Keweenaw Dogwood	2 gal
	18	<i>Eurythmus elatus</i> 'Compactus' / Compact Burning Bush	3 gal
	8	<i>Forsythia</i> x 'Gold Tides' / Golden Tide Forsythia	3 gal
	8	<i>Juniperus horizontalis</i> 'Star Harbor' / Star Harbor Juniper	3 gal
	9	<i>Juniperus horizontalis</i> 'Blue Chip' / Blue Chip Juniper	3 gal
	18	<i>Liquidambar styraciflua</i> 'Lodonia' / Lodonia Privet	2 gal
	14	<i>Philadelphus</i> x 'Snowwhite Fantasy' / Snow White Semonon Mock Orange	3 gal
	6	<i>Picea pungens</i> 'Glauca' / Dwarf Globe Blue Spruce	3 gal
	10	<i>Prunus</i> x 'chamae' / Purple Leaf Sand Cherry	3 gal
	2	<i>Rhus aromatica</i> 'Crispa' / Green-Less Fragrant Sumac	2 gal
	20	<i>Rosa</i> x 'Meigleia' / Red Drift Rose	2 gal
	18	<i>Spiraea</i> x 'burbankii' 'Anthony Waters' / Anthony Waters Spiraea	2 gal
	18	<i>Spiraea</i> x 'burbankii' 'Limnoides' / Limnoides Spiraea	2 gal
	28	<i>Taxus</i> x 'media' 'Dark Green Spreading' / Dark Spreading Yew	2 gal
ORNAIMENTAL SHRUBS	QTY	BOTANICAL / COMMON NAME	SIZE
	40	<i>Colonnatastris</i> x 'occidentalis' 'Soft Fawnite' / Feather Reed Grass	1 gal
	41	<i>Pendulatum stolonculatum</i> 'Tromm' / Tromm Dwarf Fountain Grass	1 gal
SPERMATOPHYTES	QTY	BOTANICAL / COMMON NAME	SIZE
	16	<i>Aucuba</i> x 'Makana Hybrid' / Makana Hybrid Columbine	1 gal
	8	<i>Hemerocallis</i> x 'Red Hot Returns' / Red Hot Returns Daylily	1 gal
	29	<i>Hemerocallis</i> x 'Black Tuffels' / Black Tuffels Gait Bulb	1 gal
	18	<i>Hieris fortinalis</i> 'Yew and Ice' / Yew & Ice Hosts	1 gal
	11	<i>Heptale</i> x 'Hassonii' 'Drapery' / Drapery	1 gal
LAWN	QTY	BOTANICAL / COMMON NAME	SIZE
	1,173 sf	BlueTurf Dwarf Fescue Sod (Foster White Turf) / Source: Bluegrass Sod Farm (Cody, UT) sod	200

MATERIAL SCHEDULE

	Decorative Stone #1 - Install a (3) three inch depth over Dwarf ProS Wood Border. Stone shall be used in all Grass Platters where shown on Plans. Stone shall be installed with a 1" concrete finished Stone from Slaker Plaster Concrete Canyon Pk (303-239-0004). Submit Sample for Approval.	Detail: 4/L1.2
	Decorative Stone #2 - Install a (5) five inch depth over Dwarf ProS Wood Border. Stone shall be used in all Grass Platters where shown on Plans. Stone shall be installed with a 1" concrete finished Stone from Slaker Plaster Concrete Canyon Pk (303-239-0004). Submit Sample for Approval.	Detail: 4/L1.2
	3-4' Dia. Min. Landscape Boulder - Boulder shall be Angular, Earth Tone Colors and Shall meet Decorative Stone. All Boulders shall be Reessed 3 inches into Ground and Batted Upon Completion.	Detail: 5/L1.2
	Artificial Turf - Turf shall be installed in Dog Park area Only per manufacturer's Specifications. Turf Manufacturer shall be Turf Mountain Artificial Turf at (801)-721-3352 or Approved Equal. Artificial Turf Type shall be installed per Manufacturer's Specifications with Turf on Turf Type Washed Impregiated Shall be integrated into Turf Area to Cool Area Off and to Remove Dog Waste from Surface; Interlock Shall Provide Plastic Drainage in Turf Area.	None

1 SHRUB PLANTING

Not to Scale

NOTE: 1. CUT AND REMOVE WIRE FROM TOP AND SIDES OF ROOTBALL. FEEL BACK BURLAP TO EXPOSE TOP 1/3 OF ROOTBALL.
2. REMOVE ALL NURSERY TACS AND STAKES AFTER PLANTING.

2 DECIDUOUS TREE PLANTING

Not to Scale

NOTE: 1. CUT AND REMOVE WIRE FROM TOP AND SIDES OF ROOTBALL. FEEL BACK BURLAP TO EXPOSE TOP 1/3 OF ROOTBALL.
2. REMOVE ALL NURSERY TACS AND STAKES AFTER PLANTING.

3 EVERGREEN TREE PLANTING

Not to Scale

NOTE: 1. CUT AND REMOVE WIRE FROM TOP AND SIDES OF ROOTBALL. FEEL BACK BURLAP TO EXPOSE TOP 1/3 OF ROOTBALL.
2. REMOVE ALL NURSERY TACS AND STAKES AFTER PLANTING.

4 LANDSCAPE PREPARATION

Not to Scale

NOTE: 1. USE CARE TO MINIMIZE HARRING & SCRATCHING.
2. BURY BOULDER INTO SOIL, KEEPING BEST VISUAL SIDE ABOVE GROUND.

5 LANDSCAPE BOULDER

Not to Scale

NOTE: 1. USE CARE TO MINIMIZE HARRING & SCRATCHING.
2. BURY BOULDER INTO SOIL, KEEPING BEST VISUAL SIDE ABOVE GROUND.

General Landscape Notes:

- Plant material quantities are for bidding purposes only. It is the contractor's responsibility to verify all quantities listed on the plans and the availability of all plant materials and their specified sizes prior to submitting a bid. The contractor must notify the Landscape Architect prior to submitting a bid if the contractor determines a quantity deficiency or availability problem with specified material. The contractor shall provide sufficient quantities of plants equal to the symbol count or to the ones shown on the plan using the specified spacing. Plants like succulents over plant schedule quantities.
- Contractor shall call Blue State before excavation for plant material.
- Prior to construction, the contractor shall be responsible for locating all underground utilities and shall avoid damage to all utilities during the course of the work. It shall be the responsibility of the contractor to all damages to utilities, structures, etc. before construction, etc. which occurs as a result of the contractor's construction.
- The landscape contractor shall assume the site conditions under which the work is to be performed and notify the general contractor in writing of unsatisfactory conditions. Do not proceed until conditions have been corrected.
- The contractor shall provide all materials, labor and equipment required for the proper completion of all landscape work as specified and shown on the drawings.
- See old and architectural drawings for all structures, hardscape, grading, and drainage information.
- Contractor safety and cleanup must meet OSHA standards at all times. All contractors must have adequate training, safety and property damage insurance. Cleanup must be performed daily, and all contractors must be able to clean up and must on final cleanup. Construction must occur in a timely manner.
- All new plant material shall conform to the minimum guidelines established by the American Standard for Nursery Stock published by the American Association of Nurserymen, Inc. In addition, all new plant material shall be of specimen quality.
- The Designer/Landscape Architect has the right to reject any and all plant material not conforming to the plans and specifications.
- Any proposed substitution of plant species shall be made with plants of equivalent overall form, height, branching habit, flower and color, and culture only as approved by the Landscape Architect.
- It is the contractor's responsibility to furnish all plant materials free of pests or plant diseases. It is the contractor's obligation to maintain and warranty of plant materials.
- The contractor shall take all necessary precautions and other procedures to avoid water, wind, hail, or other damage to plants. The contractor shall take the appropriate plant of the appropriate time to guarantee life of plants.
- The contractor shall install all landscape material per plan, notes and details.
- Plant names are abbreviated on the drawings, see plant schedule for symbols, abbreviations, botanical, common names, sizes, selected quantities and remarks.
- No grading or soil placement shall be undertaken when soils are wet or frozen.
- Imported topsoil shall be used for all landscape use. The landscape contractor shall perform a soil test on imported topsoil and amend per soil test recommendations. Soil test shall be done for certified soil testing agency. Imported topsoil must be a premium quality stock which meets the of roots, clay, silt, and plant matter. Topsoil shall be installed in all landscaping areas.
- Prior to placement of topsoil in all landscaping areas, remove all construction debris and trash. All subgrade areas shall be removed by restoring the soil to a depth of 2 inches in order to create a transition layer between existing and new soils.
- Provide a 2-inch depth of imported topsoil in all areas shown.
- All plant material holes shall be dug twice the diameter of the rootball and 6 inches deep. Imported material shall be removed from the site and replaced with plant material. The top of the root ball, shall be planted flush with the ground grade.
- Plant backfill mix shall be composed of 3 parts topsoil to 1 part soil. One year of plant material immediately after planting. Add boron mixture to depressures as needed.
- All new plants shall be balled and burlapped or container grown, unless otherwise noted on plant schedule.
- Upon completion of planting operations, all landscape areas with trees, shrubs, and perennials, shall receive a specified stone over Dwarf ProS wood border. Stone shall be evenly spread on a carefully prepared grade free of weeds. The top of stone should be slightly below finish grade and concrete areas. All stone shall be washed prior to installation.
- All deciduous trees shall be double staked per tree staking details as needed. Verify that all trees are straight. It is the contractor's responsibility to remove tree staking in a timely manner once staked trees have been root. Tree line shall be 1/2". Check Tree #1232.
- Install landscape material within between trees and shrubs. Curbing shall be installed level and uniform and shall match top finish grade of concrete walls and curbs. See landscape concrete curbing detail.
- Provide a 2-inch depth of imported topsoil in all areas shown.
- Soil must be premium quality, evenly cut, established, healthy, weed and disease free, and from an approved source.
- All trees shall be have uniform grades by their rising. Prior to laying and apply a starter fertilizer of a rate recommended by the manufacturer. Soil must be laid with no gaps between pieces on a carefully prepared topsoil layer. Soil to be slightly below finish grade and concrete walls and curbing. The soil must be immediately watered after installation. Any burning areas will require replacement. Adjust sprinkler system to ensure healthy grass growth of the soil without water stress.
- All trees located in lawn areas shall have a 24 inch diameter tree ring with wood mulch.
- Landscape material shall repair or replace plantings and accessories that fail in material, workmanship, or growth within specified warranty period. Failure include, but are not limited to, the following: Death and unsatisfactory growth, except for defects resulting from abuse, loss of adequate maintenance, or neglect by Owner, or incidents that are beyond contractor's control. Warranty period shall be 12 months and begin at date of final project acceptance.

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Approving Agency

Riverdale City
4800 South Weber River Drive
Riverdale, UT 84405

Civil Engineer

AWA
Anderson Wahlén & Associates
2010 North Redwood Road
Salt Lake City, UT 84116
Contact: Jake Tate
Office: 801-521-8539
Direct: 801-410-8505
Cell: 801-910-3340

Know what's below.
Call before you dig.

Anderson Wahlén & Associates

2010 North Redwood Road
Salt Lake City, UT 84116
(801) 521-8539
(801) 910-3340

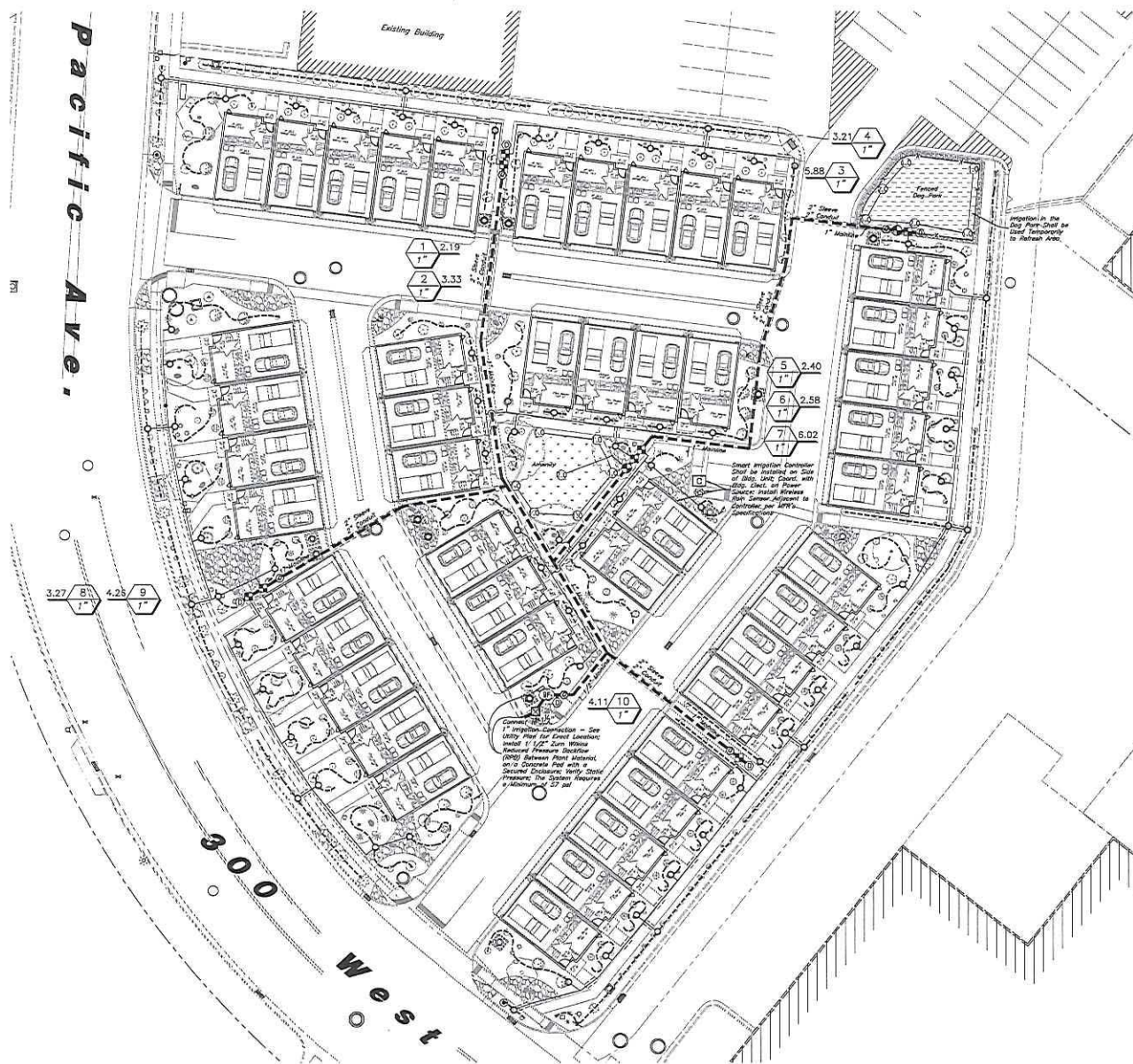
15 Nov, 2022

15 Nov, 2022

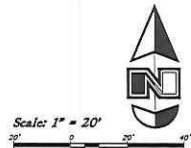
L1.2

Pacific Ave.

Existing Building



Main Service Line & Other Irrigation Components are Shown in Power On. Irrigation Controller for Clarity Purpose Only. Install All Irrigation Components with Landscaped Areas.



Irrigation Notes

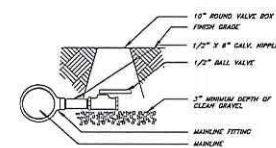
1. See Sheet L2.1 for Plant Layout and Sheet L2.2 for Planting Details.
2. See L2.2 for Irrigation Details and Irrigation Schedule.
3. The Irrigation System Requires a Minimum of 50 psi to Function. Verify Static Pressure.
4. The Irrigation System is Equipped with a Smart Controller and a Rain Sensor.

VALVE SCHEDULE

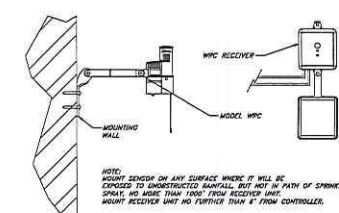
VALVE STATION	VALVE SIZE	IRRIGATION TYPE	FLOW (GPM)	PSI	PSI @ POC	PRECIP. RATE
1	1"	Area for Drip Emitters	2.19	41.8	56.0	0.91 in/h
2	1"	Area for Drip Emitters	3.33	42.6	56.7	0.7 in/h
3*	1"	Turf Rotar	5.85	26.8	41.3	0.63 in/h
4	1"	Area for Drip Emitters	3.21	42.5	56.6	0.76 in/h
5	1"	Area for Drip Emitters	2.4	41.8	56.0	0.63 in/h
6	1"	Area for Drip Emitters	2.58	42.0	56.0	0.64 in/h
7**	1"	Turf Rotar	6.02	26.9	41.1	0.53 in/h
8	1"	Area for Drip Emitters	3.27	42.5	56.6	0.68 in/h
9	1"	Area for Drip Emitters	4.26	43.5	57.7	0.73 in/h
10	1"	Area for Drip Emitters	4.11	43.3	57.4	0.86 in/h

* Irrigation in the Dog Park shall be Used Temporarily to Refresh Area

** Irrigation to be Used for Active Recreational Area



12 MANUAL DRAIN VALVE
NOT TO SCALE



13 WIRELESS RAIN SENSOR
NOT TO SCALE

Property Owner - Developer

Riverdale Center North, LLC
5760 Wilshire Blvd., Suite 1250
Los Angeles, CA 90036
Contact: Steven Udden
Phone: 323-965-1510

Approving Agency

Riverdale City
4800 South Weber River Drive
Riverdale, UT 84405

Civil Engineer

AWA
2010 North Redwood Road
Salt Lake City, UT 84116
Contact: Jake Tate
Office: 801-521-8529
Direct: 801-410-8508
Cell: 801-910-5340



Irrigation Plan
Riverdale Townhomes
4086 South 300 West Street
Riverdale, Utah



24 Jan, 2023

SHEET NO.

L2.1

**RIVERDALE CITY
CITY COUNCIL AGENDA
February 7, 2023**

AGENDA ITEM: G4

SUBJECT: Consideration of Resolution #2023-09 implementing an updated
Emergency Operations Plan.

PRESENTER: Mike Eggett, Community Development

INFORMATION:

- a. [Executive Summary](#)
- b. [Resolution #2023-09](#)
- c. [Emergency Operations Plan](#)

[BACK TO AGENDA](#)



City Council Executive Summary

For the Council meeting on: 2/7/2023

Petitioner:
Jared Sholly, Fire Chief

Summary of Proposed Action

Summary of Supporting Facts & Options

Riverdale City is required to have an Emergency Operations Plan (EOP) for the city. The plan covers four phases of emergency management mitigation, preparedness, response, and recovery. Riverdale City's plan has not been updated since April 1, 2014. It is required that the EOP is reviewed on a yearly basis by the city and appropriate changes are made.

Riverdale City has received federal funding for both the canal break in 1999 and the tornado that occurred in 2022. This funding is critical to the city for reimbursement of city resources and recovery to the community. If the requirements laid out by the Federal Emergency Management Agency and the State of Utah are not adhered to, both pre-disaster and post-disaster funding is put at risk. Weber County has a working Emergency Operation Plan, which all cities are involved in developing. This plan has also come under some scrutiny this past year. There has been a tremendous amount of effort put forth to update the plan, making sure to secure future funding.

Legal Comments - City Attorney

Steve Brooks, Attorney

Fiscal Comments - Business Administrator/Budget Officer

Cody Cardon,
Business Administrator

Administrative Comments - City Administrator

Steve Brooks
City Administrator



RESOLUTION NO. 2023-09

A RESOLUTION TO UPDATE THE RIVERDALE CITY EMERGENCY OPERATIONS PLAN (EOP)

WHEREAS, Riverdale City and the incorporated area are subject to numerous potential and serious hazards, disasters and emergencies; and

WHEREAS, Riverdale City recognizes the importance of being prepared for such disasters and wishes to continually make preparations and stay prepared in emergency operations in an effort to lessen the damage and hardships that these disasters can cause; and

WHEREAS, as a part of that preparation, Riverdale City strives to ensure the effective planning and management of response forces and resources to situations associated with said disasters; and

WHEREAS, Riverdale City has previously prepared an Emergency Operations Plan (EOP) that will outline and guide the City efforts during an emergency; and

WHEREAS, the plan has not been updated for a significant period of time and Riverdale recognizes that from time to time, said Plan requires that it be updated and modified in order to provide for the most current information, strategies, operations and plans

WHEREAS, Riverdale City now wishes to adopt the most recent amendments to the Emergency Operations Plan as the accepted document to be used in disaster situations and operations and feels that such act will better promote the health, safety and welfare of the City and community at large.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Riverdale City hereby accepts and adopts the proposed amendments set forth herein and formally recognizes those changes as the current Emergency Operations Plan (EOP) and designates the amended document as the document to be utilized in such disaster situations and commits to continuing support of the preparations for emergency operations throughout the city of Riverdale. The Riverdale City Emergency Operations Plan is attached hereto as Exhibit "A".

This resolution shall take effect immediately upon its adopting and passage.

PASSED AND ADOPTED this ____ day of February, 2023

Braden D. Mitchell, Mayor

Attest:

Michele Marigoni, City Recorder

VOTE:

Alan Arnold	<input type="checkbox"/>	Yea	<input type="checkbox"/>	Nay	<input type="checkbox"/>	Absent
Bart Stevens	<input type="checkbox"/>	Yea	<input type="checkbox"/>	Nay	<input type="checkbox"/>	Absent
Steve Hilton	<input type="checkbox"/>	Yea	<input type="checkbox"/>	Nay	<input type="checkbox"/>	Absent
Anne Hansen	<input type="checkbox"/>	Yea	<input type="checkbox"/>	Nay	<input type="checkbox"/>	Absent
Karina Merrill	<input type="checkbox"/>	Yea	<input type="checkbox"/>	Nay	<input type="checkbox"/>	Absent

Exhibit A



Emergency Operations Plan

Riverdale City

Adopted February 5, 2002 Resolution 2002-5

Amended Plan Adopted April 1, 2014 Resolution 2014-7

[Amended Plan January 18, 2022](#)



Preface

The City of Riverdale Emergency Operations Plan establishes a flexible framework for the community's activities to prepare for, respond to, and ~~recovery-recover~~ from all types of major disasters. It outlines the basic procedures and operating protocols for coordinating the combined efforts and resources from all levels of government and various volunteer organizations to assist and protect the City of Riverdale from the effects of disasters, both natural and manmade. The plan is not intended to be inclusive of every potential problem or situation that may arise ~~during the course of~~during such ~~events, but events but~~ serves as a base from which to start the process of resolving the situations created by the event. The plan consists of several parts, with each part focusing on one or more of the four phases of emergency management.

- Part 1: Provides a hazard analysis and risk assessment that outlines the city's previous disaster history, potential disasters, and what is "at risk" in the community. It also provides background information about the community.
- Part 2: Focuses on the city's initial emergency response to a major ~~emergency-/disaster~~emergency/disaster situation and outlines the framework of the response. The operation's plan is supported by Emergency Support Functions which further identify primary and supporting departments and agencies, detail various aspects of the response, and provide for extended response operations as coordinated through the Emergency Operations Center.
- Part 3: Addresses post-disaster recovery activities. It describes procedures to coordinate recovery operations and procedures for obtaining state and federal disaster assistance funds for damage restoration and mitigation projects. It also provides for continuity of operations and an outline of potential activities, priorities, and considerations to guide the city during ~~short term~~short-term and ~~long term~~long-term recovery issues.
- Part 4: Consists of an "all-hazards" mitigation plan, based on the hazard analysis and risk assessment that identifies potential projects and activities to reduce and/or eliminate potential risks.
- Part 5: Concentrates on a preparedness plan that outlines activities to prepare for disasters through training and exercise programs and community education and outreach activities.

The Emergency Operations Plan is applicable to all city departments, local community organizations, businesses, and residents in the city. All parts of the plan are exercised and reviewed on a regular basis to ensure that those persons designated to implement various aspects of the plan are familiar with their roles and responsibilities, as well as modifications based on new information, changes in technology, rotation of staff and other changing factors that occur as the community continues to grow.



CITY OF RIVERDALE EMERGENCY OPERATIONS PLAN

Promulgation

This plan is promulgated as the City of Riverdale's Emergency Operations Plan. The plan is designed to comply with all applicable local ordinances and resolutions and provides policies and procedures to be followed to prepare for, mitigate, ~~respond~~respond, and recover from emergencies, disasters, and terrorism events.

This plan has been constructed with the best information available and from a planning perspective. It is recognized that as an emergency unfolds and new information becomes available, decisions and actions may be different ~~than~~from the plans envisioned at the time the plan was developed.

The City of Riverdale gives full support to the plan and urges all officials, employees, and others involved in the total emergency management effort, individually and collectively, to do their share in making the City of Riverdale a ~~disaster-resistant~~disaster-resistant and resilient community.

This plan supersedes all previous plans.

Promulgated this 1st day of April, 2014.

~~Norm Searle~~Braden Mitchell, Mayor



CITY OF RIVERDALE
EMERGENCY OPERATIONS PLAN

RESOLUTION NO. ~~2014-7~~

**A RESOLUTION AMENDING RIVERDALE'S EMERGENCY OPERATIONS PLAN
FOR RIVERDALE CITY**

WHEREAS, Riverdale City is a political subdivision of the State of Utah; and

WHEREAS, the principal executive officer of a political subdivision is empowered by Section 65-5a-6 of the Utah Code to declare by proclamation a local emergency; and

WHEREAS, staff has reviewed the City's Emergency Preparedness Plan and recommends that the plan be amended as set forth in Attachment A; and

WHEREAS, the Governing Body of the City of Riverdale finds the recommendations as set forth in Attachment A to be in the best interest of the City;

NOW, THEREFORE, BE IT HEREBY RESOLVED by the City Council of the City of Riverdale that the Emergency Operations Plan as set forth in Attachment A is hereby adopted.

This resolution shall take effect immediately upon its adoption and posting.

Passed the 1st day of April, 2014.

RIVERDALE CITY

By: _____

~~Norm Searle~~ Braden Mitchell, Mayor

Attest:

~~Ember Herriek~~ Michelle Marigoni, City Recorder

Approval and Implementation

Transmitted herewith is the updated integrated Emergency Operations Plan for the City of Riverdale. This plan supersedes any previous emergency management / civil defense plans promulgated by the City of Riverdale for this purpose. It provides a framework for all city departments to plan and perform their respective emergency functions before, during, and after a disaster or other emergency. It is further intended that this document be used as a reference and training aid for all departments and emergency response personnel to ensure efficient and effective response and management of disasters and other emergencies.

This plan may be used to prepare for or to respond whenever there is a disaster or emergency that could significantly threaten human health, property, or the environment. The functions of emergency management are under the immediate operational direction and control of the Fire Chief or his/her designee, who becomes the city's Emergency Manager and coordinates interdepartmental emergency ~~operations and~~ operations, and maintains the ultimate responsibility for the resolution of conflicts regarding the application of limited resources to a variety of concurrent emergency situations. Upon declaration of a disaster or other emergency, the Emergency Manager or his/her designee is authorized to commit the resources necessary to carry out the provisions contained in this plan.

In accordance with the Homeland Security Presidential Directive-~~(HSPD)-5~~, all departments and organizations having responsibilities delineated in this Emergency Operations Plan will use the National Incident Management System (NIMS). This system will allow proper coordination between local, state, and federal organizations.

Responsibility for coordination of emergency activities with regional, state, and private partners resides with the Emergency Manager or his/her designee and will be accomplished through established liaison roles within the incident or unified command structure as outlined in the National Incident Management System.

The Incident Command System (ICS), as a part of NIMS, will enable effective and efficient incident management by integrating a combination of facilities, equipment, personnel, procedures, and communications operating with a common organizational structure. All on-scene management of incidents will be conducted using the Incident Command System.

The plan is in accordance with existing local, state, and federal statutes. It has been approved by the Riverdale City Council and will be revised and updated as required.

Effective Date: April 1, 2014

City Administrator
Steve Brooks

Emergency Manager
Emergency Manager

Record of Changes

The City of Riverdale Emergency Operations Plan is a dynamic document that will be strengthened and enhanced over time as it is tested and activated for actual events or exercises. In concert with the plan maintenance section and planning efforts with other agencies, this plan may be revised and refined on a regular basis.

Each revision to the plan will be numbered and documented. As new versions are created, they will be distributed to designated plan holders and will supersede all previous versions.

INSTRUCTIONS TO PLAN HOLDER

Use this form to document any changes to the City of Riverdale Emergency Operations Plan. Update the plan by removing outdated pages and replacing them with updated information.

RECORD OF CHANGES

REVISION NUMBER	SECTION OF PLAN CHANGED	PAGES	REVISION DATE	INITIAL

[illegible]

Record of Plan Distribution

Distribution of this plan is based upon regulatory or a functional “need to know” basis. Copies of the plan are distributed according to an approved control list. Portions of the plan, and its supporting material, may be identified as a protected document and may have distribution restrictions in accordance with the Utah Governmental Records Management Act, as amended.

Copies of the plan may be distributed in ‘hard copy’ format or in ‘electronic’ format. A receipt system will be used to verify and control the distribution process. Receipt of the plan by a department or agency further signifies that the plan was read by these departments and/or agencies and that each understands their roles and responsibilities. Each copy of the plan is numbered for distribution of later revisions.

A master copy of the plan will reside in the City of Riverdale City Recorder’s office.

Control Number	Designated Plan Holders	Format
1	City of Riverdale City Records Office – Master Copy	‘hard copy’
2	Mayor and Council	‘electronic’
3	City Administrator	‘electronic’
4	City Attorney	‘electronic’
5	Fire Chief/City Emergency Manager	‘electronic’
6	Police Chief	‘electronic’
7	Community Development Director	‘electronic’
8	Community Services Coordinator	‘electronic’
9	Business Administrator/Treasurer	‘electronic’
10	Public Works Director	‘electronic’
12	City Engineer	‘electronic’
13	Senior Center Coordinator	‘electronic’
14	Building Inspector	‘electronic’
15	Human Resources Manager	‘electronic’
16	Communications Specialist	‘electronic’
17	Accounts Payable Clerk	‘electronic’
18	Administrative Assistant	‘electronic’
19	City of Riverdale- -Emergency Operations Center	‘hard copy’
20	City of Riverdale– Electronic copy on Intranet	‘electronic’
21	Weber County Emergency Management	‘electronic’

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Copies of the Riverdale Emergency Operations Plan may be made available to other governmental agencies or other stakeholders with emergency management functions as requested for planning and coordination purposes at the discretion of the City Administrator or his/her designee. All other requests for copies of the plan, in whole or in part, should be directed to the City Records Office in the form of a GRAMA Record Request.

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CITY OF RIVERDALE
EMERGENCY OPERATIONS PLAN

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City Attorney.....
~~—71~~
City Recorder.....
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Fire Chief/Emergency Manager
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Police Chief.....
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Police Executive
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Public Information Officer.....
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Building Damage Assessment Coordinator (Building Inspector)
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CITY OF RIVERDALE
EMERGENCY OPERATIONS PLAN

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Part 1 - Hazard Analysis & Risk Assessment

Section 1 - Introduction

Identifying the hazards is the first step in any effort to prepare for, respond to, ~~recovery~~ recover from and engage in activities to reduce community vulnerability through mitigation. The hazard analysis involves identifying all of the hazards that potentially threaten the community and analyzing them individually to determine the degree of threat that is posed by each. The hazard analysis determines; what hazards can occur, how often they are likely to occur, how severe the situation is likely to get, how these hazards are likely to affect the community, and how vulnerable the community is to the hazard.

This information in this hazard analysis should be used as part of the basis for the development of emergency response and operations plans, mitigation plans, and recovery plans. It indicates which hazards merit special attention, what actions might be necessary to reduce the impact of those hazards, and what resources are likely to be needed.

Hazard analysis and risk assessment includes the completion of five steps:

1. Identifying the hazard.
2. Creating a profile of each hazard.
3. Develop a community profile.
4. Compare and prioritize risk.
5. Create and apply scenarios.

Section 2 – Hazard Identification

A community hazard analysis considers all types of hazards. Categories of hazards include natural hazards, such as storms and seismological events, and technological or “man-made” hazards, such as an incident at a nuclear power plant, failure of oil or gas pipelines and other accidents at hazardous materials facilities. Some hazards may be the result of civil or political issues such as a neighborhood that has been the scene of rioting or large demonstrations. Cascading emergencies, or situations when one hazard triggers others in a cascading fashion, are also considered. For example, an earthquake that ruptured natural gas pipelines could result in fires and explosions that dramatically escalate the type and magnitude of events.

The following is a list of the hazards that have occurred, or could potentially occur, in Riverdale City. Identified hazards in Riverdale include both naturally occurring and “man-made” events:

Natural Hazards

- | | | |
|---------------|-----------------------|-------------------------|
| · Floods | · Drought | · Severe Weather |
| · Earthquakes | · Pandemics/Epidemics | - Winter Storms |
| · Wildfire | · Mudslide | - Thunderstorms |
| | | - Tornadoes |
| | | - High Winds/Microburst |
| | | - Heat Wave |

Technological & “Man Made” Hazards

- Hazardous Materials Incidents
- Power Outages
- Fallen Aircraft
- Terrorism/Criminal Acts
- Civil Disturbance
- Dam Failure/Canal Break
- Fire
- Nuclear Event

Section 3 – Hazard Profiles

For each hazard identified in Riverdale, a hazard profile has been created which includes some basic information about the hazard, historic and past ~~occurrences~~occurrences, and the following information for each:

- ***Frequency of occurrence*** - how often it is likely to occur. Frequency has been separated into four categories:
 - Highly Likely – nearly 100% probability in the next year.
 - Likely - Between 10 and 100% probability in the next one year, or at least one chance in 10 years.
 - Possible - Between 1 and 10% probability in the next one year, and at least one chance in 100 years
 - Unlikely – Less than 1% probability in the next 100 years.
- ***Magnitude and potential intensity*** - how bad it can get. Magnitude has been separated into four categories:
 - Catastrophic – Affects more than 50% of the community.
 - Critical – Affects between 25% and 50% of the community.
 - Limited – Affects between 10% and 25% of the community.
 - Negligible – Affects less than 10% of the community.
- ***Location*** - where in the community this hazard is most likely to occur and the probable spatial extent or how large an area it is likely to affect.
- ***Duration*** - how long the initial event or occurrence can be expected to last.
- ***Seasonal pattern*** -the time of year during which it is more likely to occur.
- ***Speed of onset*** -how fast it is likely to occur. Speed of onset has been separated into four categories:
 - Minimal or no warning
 - 6 to 12 hours warning
 - 12 to 24 hours warning
 - More than 24 hours warning
- ***Availability of warnings*** - how much warning time there is, and whether a warning system exists.

3.1 Floods

Floods are one of the most common types of hazards in the world and can occur almost anywhere. Flood effects can be local, impacting a neighborhood or community, or very large, affecting entire river basins over a large area. They are often associated with, or triggered by, other disaster events such as severe weather and dam failures. Flooding is defined as the temporary inundation of normally dry land areas.

Not all floods are the same. Some develop slowly over time, maybe days or weeks, while others occur with little or no warning. Flash floods often have a dangerous wall of roaring water that carries rocks, mud, and other debris and can sweep away most things in its path. Overland flooding occurs outside a defined river or stream, such as when a levee is breached, but still can be destructive. Flooding can also occur when a dam breaks, large pipes, canals, or other infrastructure that contain or convey water for irrigation or culinary purposes fail, producing effects similar to flash floods.

Several different types of flooding are possible and can be expected in Riverdale and ~~include~~include river, flash flood, infrastructure failure including dam failure, urban drainage and subsurface drainage. The Federal Emergency Management Agency (FEMA) in conjunction with the National Flood Insurance Agency has mapped areas of special flood hazards in Riverdale on the Flood Insurance Rate Maps for Weber County. These maps show areas likely to be inundated by the base flood, or “~~100-year~~100-year flood”.

Frequency of Occurrence:	POSSIBLE. Between 1 and 10% probability in next year, or at least one chance in the next 100 years
Magnitude:	LIMITED - 10 – 25%
Location:	River flooding can be expected along the Weber River. The potential for flooding also exists along the old channel of canals which transverse the city including the Davis/Weber Canal Co. on Riverdale’s West Bench and the Southeasterly canal along the old river channel that starts at the line between Riverdale and South Weber through the River Glen subdivision on the South end of the city. There is also a third canal called the Riverdale Bench canal beginning on the boarder of Riverdale and Roy on the West side of I-15. Localized floods and flash flooding are possible in all areas of Riverdale City. Subsurface flooding problems near the Weber River and eastern portions of the city. See the FEMA Flood Insurance Rate Map for details on other known mapped special flood hazard areas. An area has also been identified for potential inundation due to failure of the Pineview Dam
Duration:	May last hours or days. Extended periods of flooding may last a <u>up to a</u> <u>- months</u> week or more in some areas.

Seasonal Pattern:	Flooding may occur at any time from infrastructure or dam failure. Flooding caused by rapid snowmelt will most likely occur in late spring and early summer. Heavy rain or seasonal thunderstorms may occur in the spring and late summer months creating possible river or flash flooding.
Speed of Onset:	12 to 24 hours warning; may occur with little or no warning.
Availability of Warnings:	None <u>12-24 hours</u> . Monitoring of conditions may give some advanced notice. The National Weather Service sometimes issues flood watches and warnings.
Historic Events in Riverdale:	
Spring 2011	Several homes were flooded from groundwater seeping into basements in the area of River Glen.
July 11, 1999	40+ homes affected by Weber/Davis Canal Break

3.2 Earthquakes

An earthquake occurs when there is sudden movement between blocks of rock along a break in the earth's crust. Utah has a significant risk for earthquakes. There are hundreds of earthquakes each year in Utah. While most of these earthquakes are small events, there are a few large enough earthquakes each year that are felt by humans (about 2%). Earthquakes with a magnitude 5.5 to 6.5 occur about every 4 to 5 years in Utah and the potential exists along the Wasatch Front for earthquakes with a magnitude of up to 7.0 – 7.5 to occur.

Ground shaking is the most damaging and widespread geologic hazard caused by an earthquake and induces many of the other geologic hazards. All areas of Riverdale are susceptible to the effects of ground shaking. Property damage may occur to man-made structures such as buildings, highways, bridges, dams, utility lines and falling objects may cause injuries.

Besides ground shaking, earthquakes may also trigger other geologic hazards such as liquefaction, surface fault rupture, rock falls, landslides and slope failures and sometimes flooding. Liquefaction occurs when loose, wet soils react to ground shaking from large earthquakes (magnitude 5.0 or greater) and act like a thick liquid and become incapable of supporting buildings or other infrastructure. Areas of high liquefaction are located in Weber County, especially in the eastern half of Riverdale City near the Weber River. Surface fault rupture may occur in the area near the fault zone and may range from a few inches to as much as twenty feet. The resulting “crack” may be a few hundred feet to several miles long.



Crews train to respond to building damage caused by earthquakes.

Geologic hazards can occur from an earthquake that occurs from more than 100 miles away. When evaluating the potential risk from earthquake hazards it is important to consider the following;

- The size (or magnitude) of the event and the distance from where it occurs
- The local geology such as the underlying rock type, soil cover and ground water conditions
- Any of the geologic hazards that might result from ground shaking (liquefaction, landslides, etc.)
- The location of, design, and construction methods of man-made structures and utility systems

While no one knows when the next large earthquake in Utah will occur, many researchers and scientists believe that we are “over-due” for a major event based on historic evidence in the geologic record.

Since the mid 1800’s, two largest earthquakes in Utah occurred in Hansel Valley in 1934 (magnitude 6.6) and near Richfield in 1901 (magnitude 6.5). The two most damaging events in Utah occurred in 1962 near Richmond in the Cache Valley (magnitude 5.7) and St. George in 1992 (magnitude 5.8).

Frequency of Occurrence: POSSIBLE - Between 1 and 10% probability in next year, or at least one chance in the next 100 years

Magnitude: CATASTROPHIC - More than 50%

Location: The entire city is at risk for ground shaking. Certain areas are at risk for liquefaction.

Duration: Initial ground shaking may last for a few seconds or nearly a minute or more. The primary event will most likely be followed by aftershocks for hours, days, weeks and possibly months.

Seasonal Pattern: There is no seasonal pattern associated with this hazard, it could occur at any time.

Speed of Onset: Minimal or no warning

Availability of Warnings: None.

Historic Events in Riverdale: [March 18, 2020, a 5.7 magnitude earthquake shook the Wasatch Front. The earthquake centered around Magna, Utah. There was no damage sustained in Riverdale from this event.](#)

3.3 Severe Weather

Utah is well known for its rapid and often severe changes in weather. Severe weather ~~includes;~~includes winter storms, large scale wind events, thunderstorms, lightning, hail, tornadoes, flooding, avalanches and heat waves. While some types of these events can be predicted, others will occur with little or no warning.

Winter Storms

Known for some of the greatest ~~snow~~snow on earth, Utah can receive from several inches to several feet of snow in a single storm event. Snowfall is often influenced by the Great Salt Lake which produces localized bands of snowfall and can produce some of the area's most severe winter storms.

Severe winter storms can significantly impact transportation routes and pose logistical problems with snow removal during prolonged events. Heavy accumulations of snow can lead to property damage, power outages, and force people to stay in their homes for lengthy periods of time. Air temperatures following the days after a winter storm can become very cold leading to other concerns for people out of power or heat sources.

Frequency of Occurrence:	LIKELY - Between 10 and 100% probability in next one year, or at least one chance in ten years
Magnitude:	CATASTROPHIC - More than 50%
Location:	The entire city is subject to this type of event, although its effects and severity may vary from one location to another.
Duration:	From hours to days. Effects of the storms may last up to a week.
Seasonal Pattern:	Most likely to occur from late fall through spring and may occur day or night.
Speed of Onset:	12 to 24 hours warning
Availability of Warnings:	The National Weather Service issues <u>Issues</u> Watches, Warnings and Advisories.

Historic Events in Riverdale:

Thunderstorms

Thunderstorms occur in Riverdale on an annual basis. Sometimes the intensity of these storms can cause them to be quite destructive to property, create flash floods, and interrupt power services.

Thunderstorms usually affect relatively small areas when compared to other types of disasters. Despite their small size, all thunderstorms are dangerous. They can be the source for other [weather-related](#) hazards such as tornadoes, lightning, hail, flash floods, and strong winds.

A typical thunderstorm is 15 miles in diameter and lasts about 30 minutes. Of the estimated 100,000 thunderstorms that occur in the United States each year, about 105 are classified as severe. All thunderstorms need three things; moisture to form clouds and rain, unstable air (warm air that can rise rapidly), and something that is capable of lifting air, such as a warm or cold front, [mountains](#), or the sun's heat.

Frequency of Occurrence: HIGHLY LIKELY - Near 100% Probability in the next year

Magnitude: NEGLIGIBLE - Less than 10%

Location: The entire city is subject to this type of event, although its effects and severity may vary from one location to another.

Duration: From a few minutes to hours.

Seasonal Pattern: Most likely to occur from late spring through early fall. Most common during the afternoon and evening hours and very rare in winter.

Speed of Onset: 6 to 12 hours warning

Availability of Warnings: The National Weather Service issues Watches and Warnings.

Historic Events in Riverdale:

Tornado

A tornado is a violently rotating column of air extending from a thunderstorm to the ground. Tornadoes are caused by thunderstorms when cold air overrides a layer of warm air, causing the warm air to rise rapidly. The most violent tornadoes are capable of tremendous destruction with wind speeds of 250 mph or more. Damage paths can be in excess of 1 mile wide and 50 miles long. Tornadoes are among the most unpredictable of weather phenomena. While not very common in Utah, tornadoes have occurred in the Salt Lake Valley.

Tornado Statistics for Utah;

Size of Tornadoes: Funnel diameter is usually 10 to 20 yards wide. Largest reported funnel diameters: 440 yards wide on December 2, 1970; 800 feet wide on September 8, 2002; 200 yards wide on May 30, 1986 and August 30, 1992; 100 to 200 yards wide on August 11, 1999; and 100 yards wide on May 6, 1981 and July 25, 1991. [September 23, 2016; 50 yards wide and 3 miles long.](#)

Duration of Tornadoes: Usually only a few seconds to a few minutes. Greatest amount of

time on the ground: 15 minutes on July 9, 1962, July 25, 1991, August 30, 1992, July 24, ~~1998~~1998, and September 8, 2002.

Color of Tornadoes: Usual color- gray or brown. Other colors: black on July 9, 1962; red on July 24, 1981; and white on December 2, ~~1970~~1970, and March 29, 1982. Tornado Statistics for Utah: January 1950 to the Present

Since 1950 there have been 123 confirmed tornadoes in Utah, six of those have occurred in Weber County. Stated monetary damage from all 123 tornadoes is \$173,011,200+. ~~Generally~~Generally, these tornadoes have not been severe, but at least 7 of them have been classified as F2 on the Fujita Intensity Scale, or F-scale, which is used to rate tornado intensity. One tornado, occurring in the Uinta Mountains in August 1993 was classified as a F3.

Tornado occurrence by ~~month-year~~ in Utah ~~191992~~50 - ~~2022~~06:

<u>Year</u>	<u># of Tornadoes</u>	<u>2001</u>	<u>5</u>
		<u>2002</u>	<u>4</u>
		<u>2003</u>	<u>2</u>
January	1		
February	1		
March	4		
April	7		
May	29		
June	18		
July	14		
August	24		
September	21		
October	0		
November	2		
December	2		
July	25		
2007			
May	3		
2009			
May	24		
2009			
July	26		
2010			
July	25		
2010			
August	21		
2012	1992		4
<u>1993</u>	<u>5</u>	<u>2005</u>	<u>4</u>
<u>1995</u>	<u>2</u>	<u>2006</u>	<u>2</u>
<u>1996</u>	<u>3</u>	<u>2007</u>	<u>1</u>
<u>1997</u>	<u>1</u>	<u>2009</u>	<u>4</u>
<u>1998</u>	<u>7</u>	<u>2010</u>	<u>2</u>
<u>1999</u>	<u>3</u>	<u>2011</u>	<u>1</u>
<u>2000</u>	<u>5</u>	<u>2012</u>	<u>1</u>
		<u>2013</u>	<u>1</u>



<u>2015</u>	<u>2</u>
<u>2016</u>	<u>3</u>
<u>2017</u>	<u>2</u>
<u>2018</u>	<u>2</u>
<u>2021</u>	<u>4</u>
<u>2022</u>	<u>1</u>
<hr/>	
<u>Total: 64</u>	
<hr/>	
<u>Total Damage: \$ 177,976,700.00</u>	
<hr/>	
<u>September 23, 2016</u>	

For more detailed information and statistics see the National Weather Service website at: <http://newweb.wrh.noaa.gov/slc/climate/tornado.php> (as of 27 Feb 2012)

Frequency of Occurrence: POSSIBLE - Between 1 and 10% probability in next year, or at least one chance in the next 100 years

Magnitude: LIMITED - 10 – 25%

Location: The entire city is subject to this type of event, although its effects and severity may vary from one location to another.

Duration: Actual tornado may only be active for a few minutes, but the associated storm may last for hours.

Seasonal Pattern: Most likely to occur from late spring through early fall. Most common during the afternoon and evening hours and very rare in winter.

Speed of Onset: Minimal or no warning

Availability of Warnings: _____The National Weather Service [issues](#)~~Issues~~ Watches and _____Warnings.

Historic Events in the area near Riverdale:

August 14, 1968	A F2 tornado that formed ahead of a storm front in West Weber, Weber County. The tornado's path was 35 yards wide and had a length of one and one-half miles. Total damage was placed near \$50,000.
April 23, 1990	A tornado in Farr West, Weber County. The tornado was five to 15 yards wide, traveled only about one-tenth of a mile, and lasted less than a minute. Minimal damage.
December 5, 1995	A tornado moving west to east in Pleasant View, Weber County caused damage within a housing area about one-half mile long and 50 to 100 feet wide. Four homes sustained damage.
May 29, 1996	A F1 tornado in North Ogden, Weber County 100 feet wide traveling along the north side of 2100 North for approximately 1-1/4 miles. Estimates of damage along the path of the tornado totaled about \$500,000.
May 21, 1998	A tornado in Roy, Weber County caused some property damage.

August 20, 1998 An F0-F1 tornado touched down at the Weber Memorial Campground in the Causey area of Weber County and left a path of destruction about 50 yards wide and 300 yards long. Some vehicles and structures sustained property damage and some visitors to the campsite sustained minor injuries.

September 23, 2016 EF0-EF1 tornado touched down in Riverdale and continued up into the Washington Terrace area. The tornado was 40-50 yards wide, wind gusts up to 110 mph and stretched 3 miles in distance. There was significant damage to structures and property, with only minor injuries to a child, at the local high school.

3.4 Wildfire

Wildfire is an uncontrolled fire spreading through vegetative fuels, exposing and possibly consuming structures. They often begin unnoticed and spread quickly and are usually signaled by dense smoke that fills the area for miles around.

A wildland fire is a wildfire in an area in which development is essentially nonexistent, except for roads, railroads, power lines and similar facilities. An urban-wildland interface fire is a wildfire in a geographical area where structures and other human development meet or intermingle with the wildland or vegetative fuels.

Riverdale does have some urban-wildland interface along the Weber River and the eastern portions of the city.

Frequency of Occurrence:	POSSIBLE - Between 1 and 10% probability in next year, or at least one chance in the next 100 years
Magnitude:	NEGLIGIBLE - Less than 10%
Location:	Undeveloped areas along the Weber River where natural vegetation is abundant. Other undeveloped areas, open areas, some agricultural areas. See map for further information.
Duration:	Hours to days.
Seasonal Pattern:	Most likely to occur mid-summer through late fall.
Speed of Onset:	Minimal or no warning
Availability of Warnings:	None. Some factors may be observed that indicate the potential is higher.

Historic Events in Riverdale:

____ Most events have been small grass and brush fires. No ____
____ significant events have occurred.

3.5 Drought

A drought is defined as "a period of abnormally dry weather sufficiently prolonged for the lack of water to cause serious hydrologic imbalance in the affected area." -Glossary of Meteorology (1959). Simply stated, a drought is a period of unusually persistent dry weather that persists long enough to cause serious problems such as crop damage and/or water supply shortages. The severity of the drought depends upon the degree of moisture deficiency, the duration, and the size of the affected area.

There are actually four different ways that drought can be defined.

<u>Meteorological</u>	A measure of departure of precipitation from normal. Due to climatic differences, what might be considered a drought in one location of the country may not be a drought in another location.
<u>Agricultural</u>	Refers to a situation where the amount of moisture in the soil no longer meets the needs of a particular crop.
<u>Hydrological-</u>	Occurs when surface and subsurface water supplies are below normal.
<u>Socioeconomic</u>	Refers to the situation that occurs when physical water shortages begin to affect people.

Impacts of drought:

Lack of rainfall for an extended period of time can bring farmers and metropolitan areas to their knees. It does not take very long; in some locations of the country, a few rain-free weeks can spread panic and affect crops. Before long, we are told to stop washing our cars, cease watering the grass, and take other water conservation steps. In this situation, sunny weather is not always the best weather.

Here in the semi-arid desert climate in Utah, a few weeks without rain are not uncommon. However, when the weeks turn to months, serious problems can arise. ~~Because of the fact that~~Because much of our drinking water comes from snowmelt, a dry winter can have serious implications in terms of how much water is available for the following summer season. Most locations have sufficient water reservoirs to make it through one dry winter. The real problem becomes ~~back-to-back~~back-to-back dry winter seasons.

Noticeable effects of drought in the area:

- Lowered water levels in reservoirs
- Lower flows in streams
- Fluctuation in levels of the Great Salt Lake
- Less water recharge in aquifers
- Increased demand for wells

Frequency of Occurrence: ~~POSSIBLE~~Likely - Between 10 and 100% probability in next year, or at least one chance in the next 100 years

Magnitude: CRITICAL - 25 – 50 %

Location:	All areas of the community, may especially impact agricultural areas.
Duration:	Multiple years.
Seasonal Pattern:	Likely to occur in 3-to-10-year <u>3-to-10-year</u> patterns.
Speed of Onset:	More than 24 hours warning
Availability of Warnings:	The National Weather Service Forecast Office monitors drought conditions around the country and makes forecasts and predictions regarding drought conditions.

Historic Events in Riverdale:

1896 – 1907 Statewide drought conditions
 1930 – 1936 Statewide drought conditions
 1953 – 1965 Statewide drought conditions
 1974 – 1978 Statewide drought conditions
 1988 – 1993 Statewide drought conditions
 1999 – 2003 Statewide drought conditions
2020 – 2022 Statewide drought conditions

3.6 Pandemic

A pandemic is an outbreak of an infectious disease, also known as an epidemic, which spreads across a large region of the world. According to the World Health Organization there are three conditions that must be met in order for a pandemic to break out:

- The emergence of a disease new to the population
- The agent infects humans, causing serious illness
- The agent spreads easily and sustainably among humans

The potential for disruption by pandemic is growing larger all the time as more worldwide travel and commerce become common. While it is difficult to predict the magnitude that such an event may have on human activity, there are some scenarios that can be anticipated. Such an event may lead to increased absenteeism for schools and businesses, interruption of services and deliveries, fear, panic, and death.

Frequency of Occurrence:	POSSIBLE - Between 1 and 10% probability in next year, or at least one chance in the next 100 years
Magnitude:	CRITICAL - 25 – 50 %
Location:	All areas of the community.
Duration:	Weeks to months.

Seasonal Pattern: There is no seasonal pattern associated with this hazard as it could occur at any time. Some events may be likely to occur during the period between late fall and early spring when people are more likely to be indoors and in closer contact with each other.

Speed of Onset: More than 24 hours warning

Availability of Warnings: _____ U.S. Center for Disease Control may issue warnings and _____ advisories.
_____ Weber County Health Department may issue _____ warnings and advisories.

Historic events around the world:

165-180 AD	Antonine Plague
1300's	Black Plagued or "Black Death"
1918	"Spanish Flu" (or avian flu)
1950's	Asian Flu
1960's	Hong Kong Flu
2002-2003	SARS
2009-2010	Swine Flu
<u>2019-2023</u>	<u>COVID-19</u>

3.7 Hazardous Materials Incident (HAZMAT)

Hazardous materials are substances that are flammable or combustible, explosive, toxic, noxious, corrosive, oxidizable, an irritant or radioactive. A hazardous material spill or release can pose a risk to life, health, or property. An incident can result in the evacuation of a few people, a section of a facility or an entire neighborhood.

There are a number of several federal laws that regulate hazardous materials, including: the Superfund Amendments and Reauthorization Act of 1986 (SARA), the Resource Conservation and Recovery Act of 1976 (RCRA), the Hazardous Materials Transportation Act (HMTA), the Occupational Safety and Health Act (OSHA), the Toxic Substances Control Act (TSCA) and the Clean Air Act.

Title III of SARA regulates the packaging, labeling, handling, storage, and transportation of hazardous materials. The law requires facilities to furnish information about the quantities and health effects of materials used at the facility, and to promptly notify local and state officials whenever a significant release of hazardous materials occurs.

Frequency of Occurrence: _____ HIGHLY LIKELY - Near 100% Probability in the _____ next year

Magnitude: _____ LIMITED - 10 – 25%

Location:	The entire city is subject to this type of event, although its effects and severity may vary from one location to another and the chemicals involved in the incident.
Duration:	From hours to potentially days, or longer.
Seasonal Pattern:	There is no seasonal pattern associated with this hazard. An incident could occur at any time. Weather may be a factor in how long or how severe an incident is.
Speed of Onset:	Minimal or no warning
Availability of Warnings:	None.
Historic Events in Riverdale:	

3.8 Power Outage

Widespread power outages may have a significant impact on the community.

~~Typically~~Typically, a power outage is a cascading effect of a larger natural hazard. Since a power failure may be caused by the disruption of power transmission due to an accident, sabotage, natural hazards or equipment failure, the probability of failure occurrences ~~persist~~persists. This type of incident, depending on severity, could pose significant health and safety risks and may require the involvement of the local emergency management organization to coordinate provisions of food, shelter, water, heating, etc.

Frequency of Occurrence:	LIKELY - Between 10 and 100% probability in next one year, or at least one chance in ten years
Magnitude:	CRITICAL - 25 – 50 %
Location:	The entire city is subject to this type of event, although its effects and severity may vary from one location to another.
Duration:	May last hours to days.
Seasonal Pattern:	There is no seasonal pattern associated with this hazard as it could occur at any time. Power outages may be associated with the occurrence of another hazard and the most severe effects would be felt during the colder months of the year.
Speed of Onset:	Minimal or no warning
Availability of Warnings:	None. Some advance warning may be issued for known outages for maintenance or repair. Advisories may be issued to conserve or to notify of rolling “black-outs” or “brown-outs”.

Historic Events in Riverdale:

Most events have been minor incidents.

3.9 Fallen Aircraft

Riverdale City lies in the flight paths of two airports, ~~Ogden~~Ogden, and Hill Air Force Base. Under normal flight patterns most planes landing at these airports make their landing approach from south to north over the city. Other air traffic over the city includes helicopters and small aircraft for various purposes.

While not common, for planning purposes this hazard could also include any other falling objects such as meteor or asteroid, or any other large objects that could create a hazardous situation.

Frequency of Occurrence: POSSIBLE - Between ~~151~~151 and ~~2040~~2040% probability in next year, or at least one chance in the next ~~100~~100 years

Magnitude: NEGLIGIBLE - Less than 10%

Location: The entire city is subject to this type of event. Most likely to occur in the areas that lie in the flight paths for nearby airports ~~and in agricultural areas where planes are used in crop dusting operations.~~

Duration: Initial event, minutes. Effects may last days or weeks.

Seasonal Pattern: There is no seasonal pattern associated with this hazard, it could occur at any time.

Speed of Onset: Minimal or no warning

Availability of Warnings: ~~————~~None.

Historic Events in Riverdale and Near Riverdale:

May 9, ~~1981~~1981, 3:18 p.m. T-38A Talon jet crashed in an open field on the south end of HAFB 250 yards short of the runway following a precision flying show, pilot killed no other injuries.

March 12, ~~1989~~1989, single engine plane crashed in a small field on the south side of 4400 South and 1600 West in Roy, no fatalities.

July 1999 single engine plane crashed into a home at 4311 South 1900 West in Roy across from the airport runway. Four people killed.

2005 single engine plane crashed into a home at 2133 West 4300 South in Roy. No fatalities, 30 homes and approximately 100 people evacuated from the neighborhood, shelter established at North Park Elementary School.

December 5, ~~2010~~2010, 6 p.m. Cessna 210 crashed into a neighborhood southwest of the Ogden-Hinckley Airport. Pilot was coming from St. George attempted to land in Ogden but fog impaired visibility and he clipped a power line crashing into three homes on 2000 West and 4800 South. No fatalities, 1,700 homes without power, three homes destroyed.

July 26, ~~2017~~2017, 12:40 p.m. Beech A36 Bonanza aircraft crashed in Riverdale on I-15. There were no structures or vehicles involved. The four passengers of the aircraft were killed with no other injuries.

October 19, 2022, 9:40 p.m. F-35 crashed just inside South Weber, to the South of South Weber Drive. A 10–15-acre brush fire was started and contained by agencies off the base. Two Counties were involved in the fire control of the brush fire. No structures were involved, and the pilot survived.

3.10 Terrorism / Acts of Violence

Terrorism, as defined under the Homeland Security Act of 2002, is any activity that involves an act dangerous to human life or potentially destructive of critical infrastructure or key resources; is a violation of the criminal laws of the United States or of any State or other subdivision of the United States in which it occurs; and is intended to intimidate or coerce the civilian population or influence or affect the conduct of a government by mass destruction, assassination, or kidnapping. See Section 2 (15), Homeland Security Act of 2002, P.L. 107–296, 116 Stat. 2135 (2002).

Frequency of Occurrence:	POSSIBLE - Between 1 and 10% probability in next year, or at least one chance in the next 100 years
Magnitude:	LIMITED - 10 – 25%
Location:	The entire city is subject to this type of event, although its effects and severity may vary from one location to another. Public gathering places, public works infrastructure, monuments, government buildings, schools, churches, and commercial buildings may be potential targets.
Duration:	Depends on type of event. May be hours, days, or weeks.
Seasonal Pattern:	There is no seasonal pattern associated with this hazard, it could occur at any time and is more likely to occur around public celebrations, annual events, or on anniversary dates of previous terrorist events, and/or other significant dates such as a terrorist or political leader's birthday, anniversary, etc.
Speed of Onset:	Minimal or no warning

Availability of Warnings: None. Public safety officials are apprised of potential threats on a regular basis. Public awareness may also provide some warning or prevention of terrorist activities.

Historic Events in Riverdale:

3.11 Civil Disturbance

A civil disturbance is the intentional disobedient behavior by an individual or group of people in violation of public policy, laws or regulations, resulting in some form of community disruption.

Frequency of Occurrence: POSSIBLE - Between 1 and 10% probability in next year, or at least one chance in the next 100 years

Magnitude: LIMITED - 10 – 25%

Location: Could occur anywhere in city but more likely at public gathering places, government buildings, schools, parks, commercial areas.

Duration: Minutes to hours. May depend on the event, numbers of persons involved, etc.

Seasonal Pattern: There is no seasonal pattern associated with this hazard, it could occur at any time. Most like to occur in combination with another event that creates public outcry, anger, or political unrest.

Speed of Onset: Minimal or no warning

Availability of Warnings: ———None.

Historic Events in Riverdale:

3.12 Dam Failure

The two dams on the Weber River are the Wanship Dam at Rockport Reservoir and Echo Dam at Echo Reservoir, both in Summit County. The Bureau of Reclamation has Emergency Operation Plans for all high and significant hazard dams which is updated annually and exercised every three years.

Hydraulic and Structural Information

The Wanship Dam completed in 1957 has a 175 ft. embankment and a crest length of 2,015 ft. Echo Dam built in 1931 is 158 ft., 836 sq. miles and has a ~~74,000-acre~~ 74,000-acre feet capacity.

Frequency of Occurrence: POSSIBLE - Between 1 and 10% probability in next year, or at least one chance in the next 100 years

Magnitude:	LIMITED - 10 – 25%
Location:	Areas of potential inundation are identified in the Wanship Dam Emergency Action Plan on the Bureau of Reclamation website. There is no plan for Echo Dam as it is not considered a high or significant hazard following a July 2012 \$50 million seismic retrofit to address potentially unstable subsoil conditions.
Duration:	Hours.
Seasonal Pattern:	There is no seasonal pattern associated with this hazard, it could occur at anytimeany time .
Speed of Onset:	12 to 24 hours warning
Availability of Warnings:	_____ None.
Historic Events in Riverdale:	

Section 4 - Community Profile

Riverdale is situated in south central Weber County. It was once called "String ~~t~~Town" due to the early homes being strung along a single road and the Weber River. It was also known as "Jack Thompson's Settlement" and "Union" before the name of Riverdale was given to the town.

The first settlers in the community were James Graham, his sons George and Robert, and other members of the family. They farmed in the area as early as 1850. Elisha Lane located nearby, as did William Farley, and Rufus Allen. Other early settlers of Riverdale included Adam Fife, Alexander Patterson, Warren C. Child, Thomas Slater, Richard Woolsey, John Child, John C. Thompson, William Stimpson, Myron Barber Child, George Ritter and James Mitchell.

In 1853, Daniel Burch built a grist mill on the east side of the Weber River. Later he added a [saw mill](#)~~sawmill~~ to rip logs and saw lumber for homes. The river bottoms were covered with cottonwood timber which supplied the lumber. In 1858 Apostle John Taylor of the Church of Jesus Christ of Latter-day Saints purchased the mill and made improvements, including the establishment of a carding machine. Richard Dye and Edward Stratton took charge of the grist mill and carding machine.

Other early industries included a blacksmith shop built in about 1860. Matches were manufactured by Hugh Findlay. He packaged them in pasteboard boxes of 200 and sold them for 25 cents a box. Milk was hauled in from the Morgan area and was processed at the Creamery. Settlers also enjoyed the convenience of a canning factory.

The pioneer settlers dug a canal taking water out of the Weber River near the eastern bend for the purpose of irrigating the bottom land. They raised hay, potatoes, vegetables, fruits, and sugar beets.

John Child was the first postmaster. Mail came once a week. Hugh Findlay was the first teacher in the log [school houses](#)~~schoolhouse~~ in 1858. The [school houses](#)~~schoolhouse~~ was located at about what is presently 1000 West 4400 South. In 1862, a larger log building was constructed, and then replaced

by a rock ~~school houses~~schoolhouse in 1865. It served until 1900.

The population of Riverdale in 1878 was 211.

The Town of Riverdale was incorporated March 4, ~~1946~~1946, with Mondell Bennett serving as the first President of the Town Board. Alexander Carlsen and Frank Warner subsequently served as President also. Riverdale became a ~~third class~~third-class city on July 7, 1956. Edwin G. Anderson, the presiding President, became the first man to officially have the title of Mayor. He was also the first elected ~~M~~Mayor. Other ~~M~~Mayors who have served the citizens as Mayor include Gail Sanders, Keith N. Oram, L. Leon Poulsen, Ben A. Jones, Howard Coleman, ~~and~~ J. Bruce Burrows, ~~and~~ Norm Searle. ~~Norm Searl~~Braden Mitchell ~~e~~ is the current Mayor of Riverdale.

According to the ~~2022~~2020 Census, Riverdale City's population is ~~8,500~~8,509,527 residents with approximately ~~500-600~~ home and commercial businesses that thrive because of the city's unique location at the intersection of two Interstate highways and the major thoroughfare Riverdale Road.

The community of Riverdale is situated on the border of Hill Air Force Base (HAFB), which is one of the largest bases for Air Materiel Command. Riverdale enjoys a good relationship with HAFB and is playing an important role in helping to establish the Falcon Hill Aerospace Research Park in cooperation with the Military Installation Development Authority (MIDA). MIDA is working to assist in the commercial development of approximately 550 acres of Air Force Property on HAFB, which will bring industry and jobs to the area.

The business district in Riverdale enhances the economic ~~well being~~wellbeing of the area. Riverdale is working hard to attract businesses that will bring a diverse and unique shopping experience. This large business district also provides a tax base that helps city officials keep property tax rates at one of the lowest levels in Weber County.

The large business district, interstates and Riverdale Road provide unique concerns for providing health and safety through the Riverdale Police and Fire Departments. Riverdale has a relatively large police force and fire department for its population due to the special needs of the area. It is estimated that the ~~day time~~daytime population of Riverdale is ~~650,000~~ versus the ~~night time~~nighttime population of ~~8,500~~8,509,527 residents. Businesses and residents appreciate the professional attitude and protection that is provided by the Riverdale Police and Fire Departments. In addition to fighting fires, the Riverdale Fire Department staffs ~~two one~~ ambulance to meet the needs of the city and surrounding areas.

Riverdale's Justice Court has an unusually high ~~case load~~caseload for this type of court because of the highway system that cuts through Riverdale and the important transportation corridor that is provided by Riverdale Road. The Court employs a ~~part time~~part-time Justice Court Judge, and full-time clerks to handle the case flow. The Riverdale Justice Court also hosts the Riverdale Substance Abuse Court and has had many graduates from this successful program.

-Riverdale City is continually striving to plan for the future needs of the city and with all the growth and development it has become increasingly critical to ~~preserve~~preserving open green space and recreational areas. Riverdale City has completed the section of the river parkway trail that runs through Riverdale and is continuing to work to extend the trail ~~and tde~~ preserve open spaces. The trails network is available for the enjoyment of all citizens to walk, bike, or skate and the open space is an area preserved for natural wildlife and habitat. Riverdale residents can also enjoy the outdoors at the city's parks or spend time indoors at the Community Center or Senior Center exercising or

participating in a variety of organized sports and activities.

Each year, Riverdale celebrates Old Glory Days on July 4th. The festivities have traditionally included such events as a Sunrise Service and flag raising, fund-raising breakfast and lunch sponsored by the Riverdale Lions Club, a parade down 4400 South, and carnival and vendor booths at Riverdale Park. Old Glory Days ends with ~~a fireworks~~fireworks show at Riverdale Park.

As we look to the future, Riverdale will strive to maintain the current level of city services that residents enjoy while keeping costs down. City officials have added amenities like curbside recycling, parks, baseball fields, soccer fields, tennis and pickleball courts, a splash pad, a Veteran's ~~Memorial~~Memorial, and amphitheater.

4.1 Geography

Riverdale occupies 4.57 square miles in Weber County and is located South of Ogden, North of Roy and West of the Wasatch Front Mountains. Significant geographic features in Riverdale include the Weber River near the city's eastern boundary which flows from south to north through the city. The elevation in Riverdale is approximately 4,370 at the Civic Center and ~~the majority of~~most of the the city's soil is suitable for development.

4.2 Property / Land Use

Riverdale has evolved from a community known for its agricultural land use to a community known for its commercial district. Sixty percent of Riverdale is residential and 40 percent commercial with ~~the majority of~~much of the city built out. Generally, land use in the city falls into one of the following general uses:

- Residential
- Commercial
- Industrial
- Open Space

4.3 Infrastructure

Road Miles – Public Roads 29.1 miles

Road Miles – Private Roads

Water Storage Tanks 3

Tank 1 2 million gallons

Tank 2 2 million gallons

Tank 3 1 million gallons

Culinary Water Lines 37 miles

Storm Drain Lines 20.6 miles

Secondary Water Lines

Traffic Control Devices

Riverdale City owns 0 signalized intersections.
UDOT owns 7 existing signals

4.4 Demographics

Riverdale ranks as the ~~66~~⁵⁸th largest city in the state ~~and the 7th largest in Weber County~~. Riverdale City is ~~basically close to~~ build~~u~~t out and has nearly met its ultimate population projections with limited availability of land for future residential development, a population of ~~8,543~~~~9,527~~ according to the 20~~20~~¹¹ Census.

According to the 20~~20~~¹⁰ Census, Riverdale City has a median home value of ~~\$159,700~~^{\$230,000}. Riverdale has various alternative housing types. These existing units represent owner occupied mobile homes and trailers, as well as rental units including apartments, duplexes and fourplexes. ~~These housing units total 2,124 dwellings, which represents 51 percent of the 4148 total number of dwellings in the city.~~ Riverdale City has an average of 2.71 persons per household.

Riverdale's population is ~~educated~~^{educated}, and 20~~20~~¹⁰ US Census numbers show that 93% have a high school diploma and ~~16.8~~³¹% have a college degree.

The reported median age for Riverdale residents is ~~31.7~~^{30.8}.

The median household income is ~~\$52,125~~^{\$67,310} with a poverty rate of 8.69% ~~with 5.6% of families falling below the poverty level.~~

4.5 Response Agencies

- Riverdale Police Department
- Riverdale Fire Department
- Weber County Fire Departments
- Weber County Emergency Management
- Riverdale Public Works
- Utah Highway Patrol
- Weber County Sheriff's Department

4.6 Major Industries / Businesses (Large Employers)

Major Employers

500 - 999 employees

America First Credit Union

250 - 499 employees

Wal-Mart Supercenter

100 - 249 employees

Sam's Club
Target Corporation
Riverdale City
Home Depot
Lowe's
ShopKo
Best Buy
Sportsman's Warehouse
[RC Willey](#)
JCPenney
Gordmans
Cutrbus Cadillac, Freeway Mazda and Wasatch Front
Tony Divino Toyota
Larry H. Miller Auto Group, Chrysler Jeep Dodge, Used Car Supermarket
Ken Garff Ogden, Nissan, Honda and Used Cars

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Section 5 - Comparing and Prioritizing Risk

5.1 Essential Facilities at Risk (City Owned)

Facility	Location	Function
Riverdale Civic Center	4600 S. Weber River Drive	Daily Civic Operations / Council Chambers / Courtroom / Joint Information Center
Riverdale Police Department	4580 S. Weber River Drive	Police Department
Riverdale Fire Department	4334 S. Parker Drive	Fire / EMS / HAZMAT/ Heavy Rescue / Emergency Operations Center
Riverdale Public Works Building	4600 S. Weber River Drive (rear)	Public Works
Riverdale Community Center	4360 S. Parker Drive	Recreation Center / Possible Sheltering Location
Riverdale Senior Center	4433 S. 900 W.	Possible Sheltering Location / Kitchen and Dining Area

5.2 Essential Facilities at Risk (Non-City Owned)

Facility	Location	Function
Riverdale Elementary	1160 W 4400 S	Possible Sheltering Location
Good Foundations Academy	5101 S. 1050 W.	Possible Sheltering Location
Christian Heritage School	5120 S. 1050 W.	Possible Sheltering Location
LDS Church	1056 W 4400 S	Possible Sheltering Location
LDS Church	4210 S 300 W	Possible Sheltering Location
LDS Church	1175 W 5500 S	Possible Sheltering Location
LDS Stake Center	4000 S Parker Drive	Possible Sheltering Location
Alpine Church	1275 W 5000 S	Possible Sheltering Location
Refuge Church	4800 S. 1700 W.	Possible Sheltering Location
Stoney Brooke	4390 S. 700 W.	Possible Sheltering Location

5.3 Infrastructure at Risk

Facility	Location	Function
Tank 1	500 W 5400 S	Water Storage
Tanks 2, 3 and Well 1	5440 S Freeway Park Drive	Water Storage and Supply
Well 2	5102 S 1050 W	Water Supply

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Weber Basin Well 1	4800 S 700 W	Water Supply
Weber Basin Well 2	5790 S South Weber Drive	Water Supply
Davis and Weber main canal	south foot hill below Hill AFB	Water Supply
Roy Water Secondary Water	5550 S Freeway Park Drive	Water Supply
Rocky Mountain Power Sub station	3975 S Pacific Ave	Power Supply
Rocky Mountain Power Sub station	4800 S 1500 W	Power Supply
Rocky Mountain Power Sub station	South Weber Drive	Power Supply

5.4 Other Structures at Risk by Hazard

All structures in the community by type. (May be considered at risk for Drought, Earthquake, Fallen Aircraft, HAZMAT, High Wind, Power Outage, Severe Winter Weather, Terrorism, Thunderstorms, and Tornado)

Type	Subtype	Quantity
Churches	Meetinghouses	5
Commercial	Businesses	<u>296330</u>
Public	Civic Center	1
Public	Fire Department	1
Public	Police (Animal Control)	1
Public	Recreation Center	1
Public	Senior Center	1
Residential	Dwellings	<u>3,2803,806</u>
<u>Residential</u>	<u>Rentals</u>	<u>1,066</u>
School		5
School	Accessory	4
		<u>3,5954,221</u> Total

Flooding Specific

The EOP Team will also use as a reference the packet of maps as prepared by FEMA called FIRM Flood Insurance Rate Map Weber County, Utah and Incorporated Areas.

~~100-year~~100-year floodplain (Zones A, AH, AO, AE, AR, A99, V, and VE)

Residential (Single Family Dwellings)
Residential (Accessory Buildings)
Commercial Businesses'
Public (Accessory Buildings)

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500 year floodplain (Zones X and D)

Residential (Single Family Dwellings).....
Residential (Accessory Buildings).....
Commercial Businesses'.....
Commercial (Accessory Buildings).....
Public (Accessory Buildings)

Liquefaction Specific

High

Commercial Business
Commercial Office
Commercial Accessory
Commercial Utility
Residential Dwelling
Residential Accessory
Residential Multi-Dwelling Units
Public Building
Public Accessory
Church Meetinghouse
Church Accessory

Moderate

Commercial Business
Commercial Office
Commercial Accessory
Commercial Utility
Residential Dwelling
Residential Accessory
Residential Multi-Dwelling Units
Public Building
Public Accessory
Church Meetinghouse
Church Accessory

Total

Low / Very Low

All structures not in High or Moderate

Total

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5.4 Risk Index Summary

HAZARD	MAGNITUDE	FREQUENCY	WARNING TIME	SEVERITY	SPECIAL CHARACTERISTICS AND PLANNING CONSIDERATIONS	RISK PRIORITY
Agricultural	Negligible	Possible	24 + hours	Limited	Agricultural areas are being reduced as homes are being built.	Low
Civil Disturbance	Negligible	Possible	Minimal	Limited	Most likely to occur at “major event” or as the result of political issues.	Low
Dam Failure	Limited	Possible	12-24 hours	Limited	Wanship and Echo Dams are a considerable distance away; in 2012 Echo had a \$50 million seismic retrofit.	Low
Drought	Catastrophic <u>Critical</u>	Likely	24 + hours	Limited	Cyclic events. Severity and end of event uncertain.	Low <u>Med</u>
Earthquake	Catastrophic	Possible	None	Critical	Cannot be predicted. Scientists say that we are “overdue” for a large event in this area.	High
Fallen Aircraft	Negligible	Possible	Minimal	Negligible	Proximity to Ogden and HAFB airports and flight paths makes this possible.	Low <u>Med</u>
Floods	Limited	Possible	12-24 hours	Limited	Flooding can occur in any part of the city for a variety of reasons	Low <u>Med</u>
Hazardous Materials Incident	Critical	Likely	Minimal	Limited	Areas near the interstate, railroad tracks and centers	High

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					of manufacturing are at greatest risk.	
Liquefaction	Critical	Possible	Minimal	Limited	Will be a cascading effect of an earthquake. Areas near the river are most at risk	Medium
Pandemic	Critical	Possible	24 + hours	Catastrophic	Could require restricting travel, commerce, schools, and other social interactions	Medium
Power Outage	<u>Catastrophic Critical</u>	Likely	Minimal	Limited	Depending on duration of the event, may cause many problems.	High
Severe Winter Weather	Catastrophic	Likely	12-24 hours	Limited	Occurs almost annually. May cause power outages as a cascading event.	High
Terrorism	Critical	Possible	Minimal	Negligible	There are few “targets” in Riverdale but the proximity to HAFB and the Ogden Airport raise the threat level	Medium
Thunderstorms	Negligible	Highly Likely	6-12 hours	Limited	These events often trigger flooding. Microburst storms have caused many homes to have flooding that are not in a mapped floodplain.	Medium
Tornado	Limited	Possible	Minimal	Limited	Unlikely to occur, but they have been more	Low

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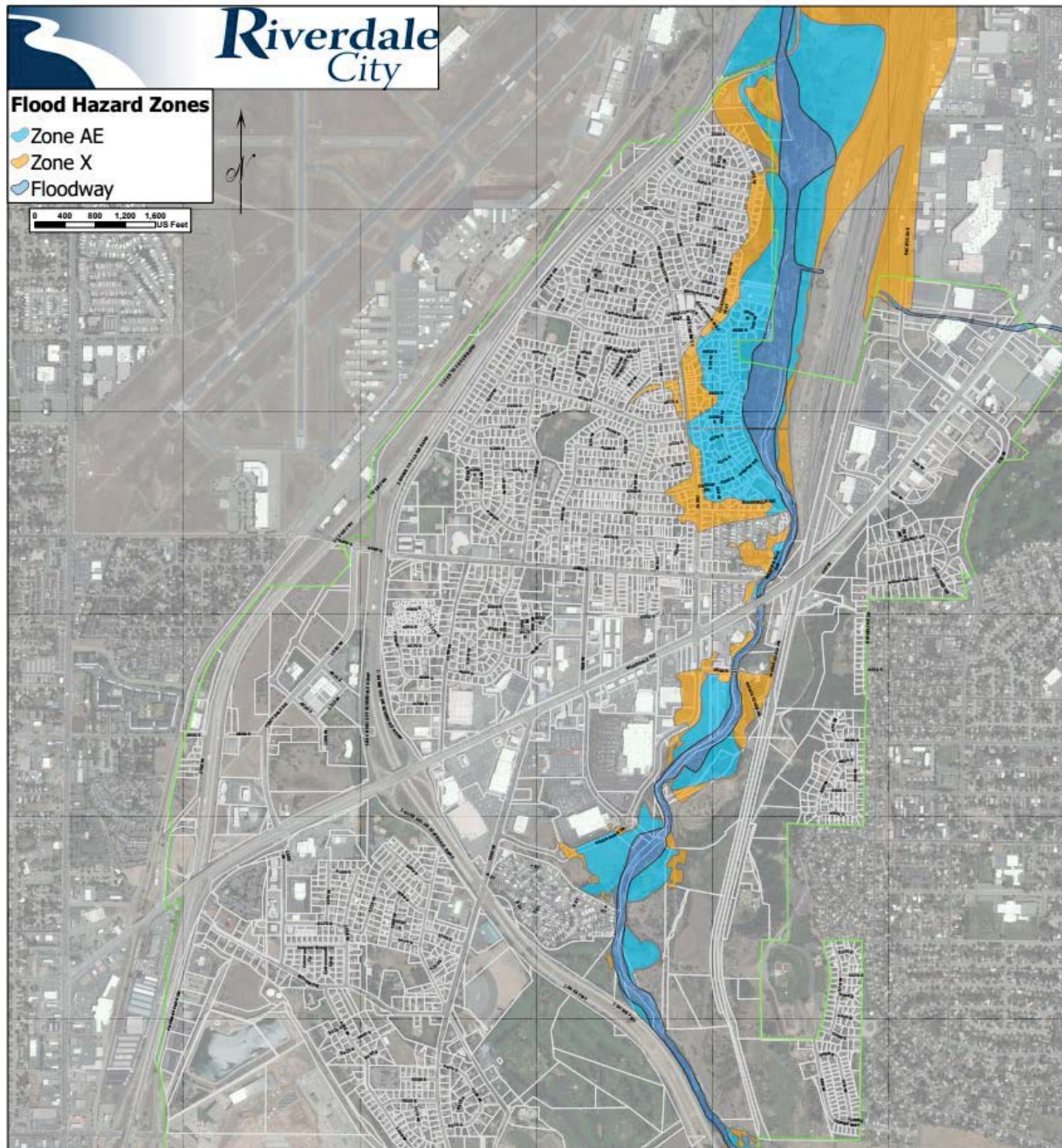
					frequent in Utah in recent years	
Wildfire	Negligible	Possible	Minimal	Limited	Will most likely occur near the river or in areas with vegetation.	Low

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




Section 6 - Hazard Maps

6.1 Flood Hazard Map ~~(Being Developed)~~



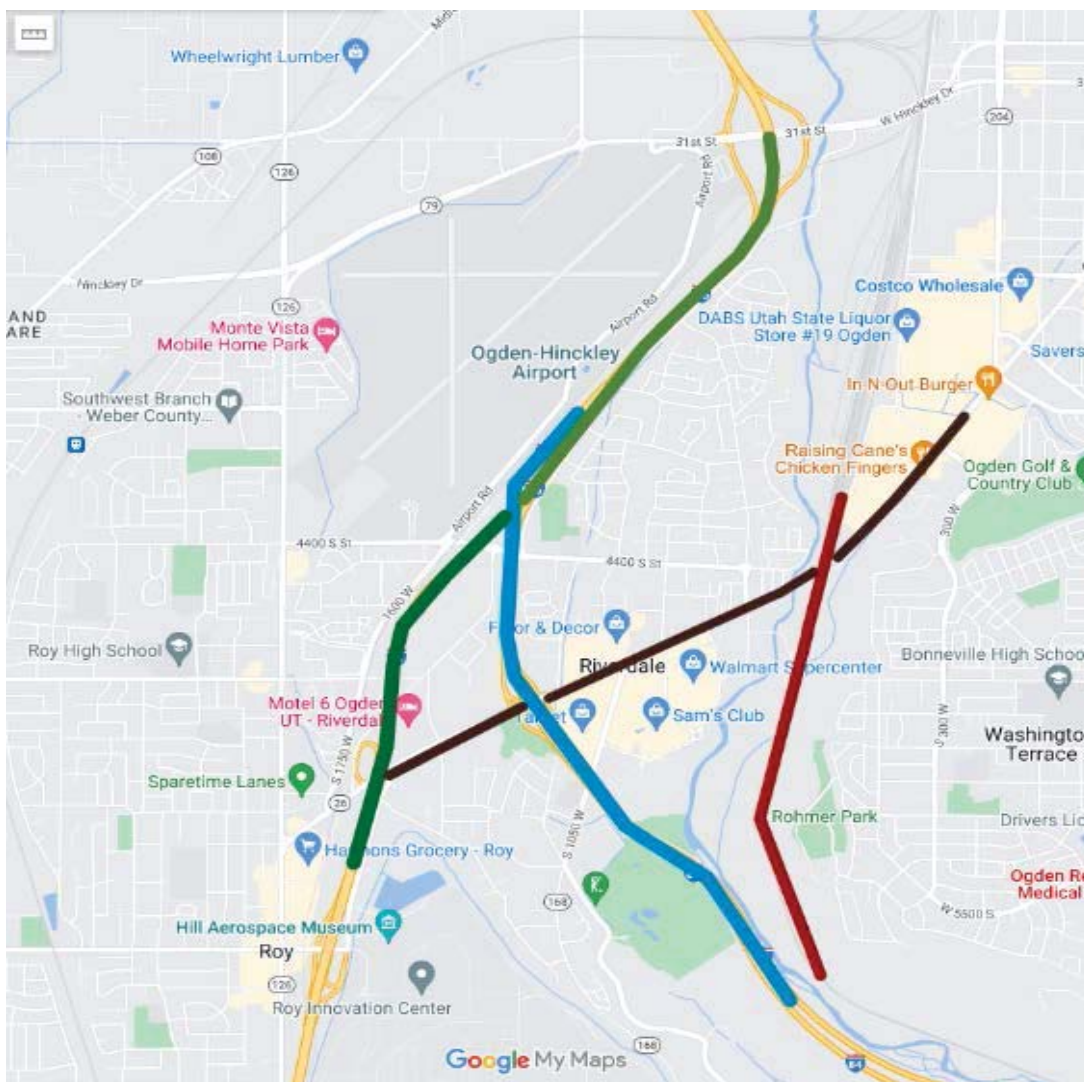
66.2 Geologic Hazards Map (~~Being Developed~~)



	Lacustrine fine-grained deposits, Holocene to upper Pleistocene – Intervals of mixed fine-grained sediment, clay to silt, and intervals of rhythmically interbedded fine to medium sand; commonly calcareous; typically laminated or thin bedded; deposited in low-energy, generally offshore environments at elevations below the Provo shoreline; thickness typically less than 5 meters (15 ft).
	Lacustrine sand deposits, regressive phase of the Bonneville lake cycle, upper Pleistocene – Moderately to well-sorted, sand, silt, and minor gravel, deposited in sheets below the Provo shoreline; mapped along shoreline platforms near the Provo shoreline and across broad sloping swaths of sediment on Pleasant View salient below Provo shorelines; regressive shoreline features are common on this unit; thickness is less than 10 meters (30 ft).
	Lacustrine gravel, cobble, boulder, and sand deposits, regressive phase of the Bonneville lake cycle, upper Pleistocene – Moderately to well-sorted, sub-rounded to rounded cobbles, boulders and pebble gravel, sand, and minor silt; deposited as gravel bars and sheets at and below the Provo shoreline; thickness is less than 12 meters (40 ft).
	Lacustrine lagoon deposits, transgressive phase of the Bonneville lake cycle, upper Pleistocene – Light-colored well-sorted silt, clay, sand, and marl; deposited leeward of barrier bars of Qlg, near the Bonneville shoreline, on the crest of the Pleasant View salient; unit overlies oldest alluvial deposits (QTaf) and appears to interfinger with or be overlain by lacustrine deposits of Qlg; thickness is less than 6 meters (20 ft).
	Lacustrine sand deposits, transgressive phase of the Bonneville lake cycle, upper Pleistocene – Moderately to well-sorted, sand, silt, and minor gravel, deposited in sheets below the Bonneville shoreline; mapped along shoreline platforms near the Bonneville shoreline and across broad sloping swaths of sediment on Pleasant View salient between the Bonneville and Provo shorelines; transgressive shoreline features are common on this unit; deposited during the transgressive and highstand phase of Lake Bonneville, thickness is less than 10 meters (30 ft).

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6.3 HAZMAT Scenarios Map



6.3 HAZMAT Scenarios Map (Being Developed)

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- **Hwy I-15**

Semi Road Trailer Release of Hazardous Materials
Bleve/Explosion of High Pressure Road Trailer

- **Hwy 84**

Semi Road Trailer Release of Hazardous Materials
Bleve/Explosion of High Pressure Road Trailer

- **Railroad Line**

Rail Car Release of Hazardous Materials
Bleve/Explosion of High Pressure Rail Car

- **Riverdale Road and Riverdale In General**

Semi Road Trailer Release of Hazardous Materials
Bleve/Explosion of High Pressure Road Trailer

- **Air Craft Crash (Ogden Airport and Hill Airforce Base)**

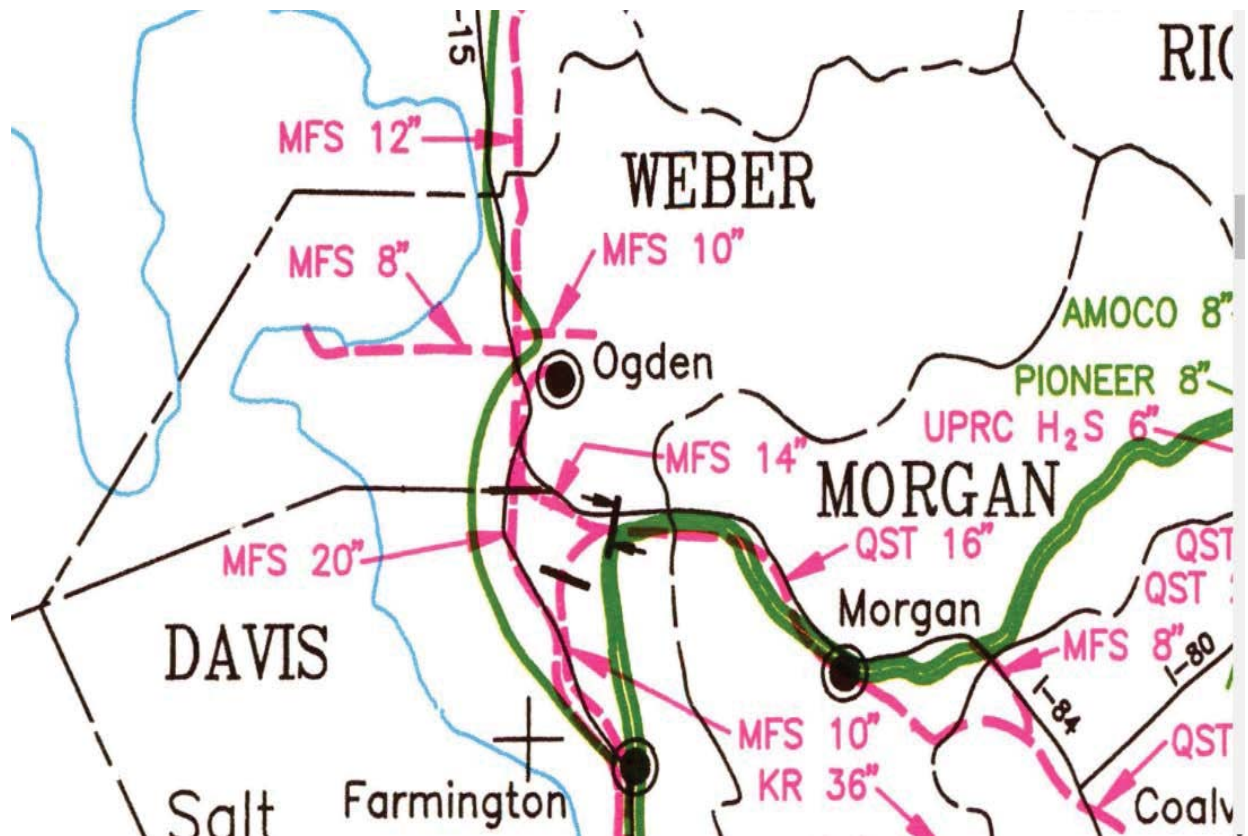
Release of Chemicals/Hazards Anywhere Inside of Riverdale

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6D.4 Dam-Failure/Inundation Pipeline Map (Being Developed)



Explanation



Oil Pipeline—showing pipeline diameter and operator.
Gas Pipeline—showing pipeline diameter and operator.
CO₂ Pipeline—showing pipeline diameter and operator.
PO₄ Pipeline—showing pipeline diameter and operator.
Point of change of pipeline ownership (change in ownership at junctions not shown)
Point of change in pipeline size (changes in size at junctions not shown)

Part 2 – Emergency Response & Operations

Section 1 – Introduction

The Emergency Response and Operations Plan (hereinafter the “Plan”) of the City of Riverdale (hereinafter the “City”), Utah may be implemented for all types of emergency or disaster events, including both natural and man-made hazards, which may impact the residents of the city. It details the response and initial recovery procedures that the local officials should follow if a disaster strikes.

Departments within the city should become familiar with this plan. As appropriate, each department should formulate their own action plans or emergency operations checklists in coordination with the Emergency Manager, which will be used to complement this plan.

1.1 Purpose

The purpose of this plan is to develop organizational responsibilities within a comprehensive emergency management program that will provide a system to mitigate the effects of an emergency, preserve life and minimize damage, respond during emergencies, provide the necessary assistance, establish a recovery system ~~in order to~~ return the community to its normal state of affairs as quickly as possible, and maintain the high standard of services for those not affected.

This plan is a guide for community leaders and is intended to provide the general information needed to ~~quickly and effectively respond~~ respond quickly and effectively should ~~an emergency situation~~ an emergency or contingency arise. It identifies legal and management responsibilities and describes actions and procedures for city officials and residents in responding to most emergency situations. Once this plan is in effect, the City Administrator, or his/her designees, possesses the legal authority to marshal the resources of the community and provide appropriate leadership and direction. This plan promotes speed and efficiency through one channel of authority, so that individual residents, neighborhoods, public ~~employees~~ employees, and public officials can fully cooperate during emergency situations. This plan is a ~~common sense~~ commonsense approach to response that encourages action, not reaction. This plan does not take the place of personal, family or neighborhood preparedness.

1.2 Scope

- Applicable to all city departments.
- Establishes policies, strategies, and assumptions.
- Establishes a concept of operations.
- Defines coordination mechanisms to facilitate delivery of assistance.
- Assigns specific functional responsibilities to appropriate agencies and organizations.
- Identifies actions to be taken to coordinate with county, state and federal counterparts as appropriate.
- Provides a source of planning information to local community organizations, businesses and residents within the city.

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1.3 Situations and Assumptions

Situation Overview

The city is exposed to many hazards, all of which have the potential to disrupt the community, cause property damage, and create casualties. Possible natural and technological hazards include the following:—(See Part 1 of the Riverdale City Emergency Operations Plan for more detailed information).

Natural Hazards

Floods
Earthquakes
Wildfire
Drought
Mudslide
Severe Weather
— Winter Storms
— Thunderstorms
— Tornado
— High Winds / Microbursts
— Heat Wave
Pandemics / Epidemics

Technological & “Man Made” Hazards

Hazardous Materials Incidents
Power Outages
Fallen Aircraft
Terrorism / Criminal Acts
Civil Disturbance
Dam Failure/Canal Break
— Fire
— Nuclear Event

Planning Assumptions

1. The city will continue to be exposed to the hazards noted above as well as to others that may develop in the future.
2. City officials recognize their responsibilities ~~with regard to~~ about public safety and well-being.
3. City officials will assume their responsibilities in the implementation of the city’s Emergency Operations Plan.
4. If properly implemented, this plan will reduce or prevent disaster related losses.
5. Agencies and organizations that support this plan will assist in the planning process and will participate in training classes and exercises which are designed to increase the overall preparedness posture of the city.
6. Riverdale Emergency Management will coordinate the duties and responsibilities of the participating jurisdictions, agencies, and organizations both during the planning, training, and exercise process and in each phase of actual emergency or disaster.
7. In accordance with the Homeland Security Presidential Directive (HSPD) 5, all agencies, departments and organizations having responsibilities delineated in this plan will use the National Incident Management System (NIMS). This system will allow proper coordination between local, ~~state~~ state, and federal organizations.
8. The Incident Command System (ICS), as a part of NIMS, will enable effective and efficient incident management by integrating a combination of facilities, equipment, personnel, procedures, and communications operating with a common organizational structure. All on-scene management of incidents will be conducted using the Incident Command System.

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Section 2 – Policies

The following policies apply to the City of Riverdale Plan:

- All City of Riverdale officials and emergency interim successors are to be familiar with all duties and responsibilities of their office as detailed in this plan.
- Information contained in this plan is intended to give employees a better understanding of the responsibilities and obligations of their role in emergency response operations with the city. Employees should read, understand, and comply with all provisions of this plan.
- City of Riverdale Departments will develop appropriate plans and procedures to carry out the emergency responsibilities assigned to them in the plan.
- In addition to the policies and procedures contained in this plan, employees are responsible for understanding and abiding by policies and procedures of their respective Department, and/or Division.
- The City of Riverdale reserves the right to revise, supplement, or rescind this plan, or portion of this plan, from time to time as deemed necessary by the City Council and/or the City Administrator.
- The City of Riverdale will integrate its Emergency Operations Plan with other applicable county, state and federal Emergency Operations Plans to provide effective and timely support to residents of the city in the event of a major disaster or emergency.
- The City Administrator, or his/her designee, may present the plan for review by the City Council Annually.

Other policies may be developed by the City Administrator, as deemed necessary, for the effective and efficient use of resources during a disaster. The City Administrator shall be the final interpreter of the provisions of this plan.

Section 3 – Hazard Analysis

The City of Riverdale has developed a hazard analysis for the city. This hazard analysis is an attempt to identify all of hazards that could occur in the city and their impacts upon its residents and infrastructure. See Part 1 of the City of Riverdale Emergency Operations Plan for more details. Part 4 of the City of Riverdale Emergency Operations Plan contains additional hazard analysis on a regional and county-wide basis.

Section 4 – Concept of Operations

4.1 General Operations

It is the responsibility of the city to undertake comprehensive emergency management ~~in order~~ ~~to~~ ~~to~~ protect life and property? from the effects of hazardous events. Local government has the primary responsibility for emergency management activities. When the emergency exceeds the city's capability to respond, assistance may be requested from Weber County, then the State of Utah. The Federal Government will be asked to ~~provide assistance to~~ ~~aid~~ the State of Utah when appropriate.

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This plan is based on the concept that the emergency functions for various departments involved in emergency management will generally parallel their normal, day-to-day functions. To the extent possible, the same personnel and material resources will be employed in both cases.

Day-to-day functions that do not contribute directly to the emergency operation may be suspended for the duration of the emergency. If needed, the efforts that would normally be required for those functions will be redirected to accomplish the emergency task by the department concerned.

The Emergency Operations Plan is concerned with all types of hazardous situations that may develop in the city. It is more than an operations plan in that it accounts for activities before, during and after emergency situations.

Emergency responses may be implemented in stages, as needed using the National Incident Management System (NIMS). The NIMS provides for interoperability and compatibility among federal, state, and local capabilities and includes a core set of concepts, principles, terminology, and technologies covering the incident command system, unified command, training, and management of resources and reporting.

The full-scale implementation of the city's emergency management organization involves the activation of the Emergency Operations Center, which serves as an Incident Command post at the highest level within the city. For the purposes of this document, activation of the emergency management organization of the city refers to the activation of the Emergency Operations Center.

4.2 Emergency Operations Plan Activation

This plan will be implemented when an emergency has been declared by the ~~Mayor~~ Mayor or when an incident is considered imminent or probable and the implementation of this plan and the activation of the Riverdale Emergency Operation Center are considered a prudent, proactive response to the impending incident. If the ~~MM~~ Mayor is absent the line of succession will be the ~~MM~~ Mayor ~~PP~~ro ~~TT~~empore and then the ~~c~~ Council member with the most consecutive years of service on the ~~c~~ Council at the time the emergency occurs.

This plan is effective for planning and operational purposes when one of the following conditions is met:

- An incident occurs or is imminent.
- A state of emergency is declared by the ~~Mayor~~ Mayor or in the ~~MM~~ Mayor's absence by the ~~MM~~ Mayor Pro Tempore or the ~~c~~ Council member with the most consecutive years of service on the ~~c~~ Council at the time the emergency occurs.
- As directed by the City Administrator and/or the Emergency Manager or their designee.

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4.3 Response Procedures

The Police, Fire or Public Works Departments will generally initiate implementation of the Incident Command System. Any affected department notifies the City Administrator when:

- Needs exceed authority; or
- Actions required are contrary to instructions; or
- Incidents involving multiple deaths; or
- Incidents involving severe environmental damage; or
- Resource needs are greater than those available; or
- Actions have produced unanticipated results; or
- Whenever circumstances are such that the Incident Commander believes the City Administrator should be notified.

Once notified, the City Administrator and the Incident Commander together make an assessment to determine what resources the City Administrator can provide to the Incident Commander. These services may include information, procurement of resources, collection and provision of incident data, and interface with other government authorities.

The City Administrator will keep the ~~MM~~Mayor and City Council informed and determines partial or full activation of the Emergency Operations Center (EOC) as necessary. The EOC is activated by the City Administrator, in coordination with the Emergency Manager, if:

- The City Administrator deems it necessary to monitor the incident; or
- The incident requires that the Incident Command System needs to be expanded; or
- To assist the Incident Commander in handling the response to the immediate incident scene
- To support overall management of the incident; or
- Multiple incidents are occurring.

The Incident Command System functions of planning, logistics and finance will be supported at the EOC. ~~At this time~~Currently, the Incident Command Post in the field becomes an extension of the Operations Group within the EOC.

The Emergency Manager or his /her designee will monitor impending emergencies and actual occurrences. If the situation warrants, the Emergency Manager, or his/her designee, will notify members of key response organizations. When events are such that normal response procedures and/or local resources are inadequate, the city may activate mutual aid agreements, the Emergency Response and Operations Plan, the Emergency Operations Center and/or declare a local “State of Emergency”.

The core function of the Riverdale Emergency Management organization is to provide direction, control, and coordination and is responsible to:

- Analyze the ~~emergency situation~~emergency and decide how to respond quickly, appropriately, and ~~effectively~~effectively.
- Direct and coordinate the efforts ~~of all of all~~ city ~~departments~~departments.

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- Coordinate the response with the efforts of other local, county, ~~state~~, and federal entities, plus those ~~of voluntary~~ organizations and the private sector; and
- Make effective and efficient use of resources.

During the life cycle of an emergency, the composition and focus of the direction, control, and coordination function is likely to change significantly. The direction, control, and coordination function is the first to be established and the last to be deactivated. The functional annexes and associated appendices are activated in support of the direction, control, and coordination function as needed. A phased approach is used throughout the response to ensure the appropriate resources and staffing are in place to accomplish the operational objectives.

4.4 Declaration of a Local State of Emergency

Upon the recommendation of the City Administrator, the ~~MM~~Mayor may issue an executive order or proclamation that a state of disaster or severe emergency exists in the city. If the Mayor is absent the line of succession will be the Mayor Pro Tempore and then the Council member with the most consecutive years of service on the Council at the time the emergency occurs. The executive order or proclamation shall indicate the nature of the disaster, the area threatened or affected and the conditions creating the disaster or emergency.

The ~~Mayor~~Mayor is the only individual who may issue an official local “State of Emergency” declaration. This declaration must be issued before county, state and/or federal assistance can be requested. (UCA § 63K-4-301 (1) (a) ~~– If~~) If the Mayor is absent the line of succession will be the Mayor Pro Tempore and then the Council member with the most consecutive years of service on the Council at the time the emergency occurs.

The rationale for declaring an official local “State of Emergency” is threefold:

- To acknowledge that the local jurisdiction has experienced a disaster and has responded to the best of its ability.
- To alert Weber County Emergency Management and State of Utah Department of Public Safety, Division of Emergency Management that local resources are being fully utilized and that county and state assistance may be requested; and
- To empower the local officials to take extraordinary measures necessary for protecting life, property and the environment while affording some safeguards against legal liability.

A copy of the declaration shall be forwarded to Weber County. (UCA § 63K-4-301(4) (a))

The declaration of a “State of Emergency” by the ~~Mayor~~Mayor, or in his/her absence the Mayor Pro Tempore or the Council member with the most consecutive years of service on the Council at the time the emergency occurs, shall be valid for a period not to exceed 30 days. If the emergency exceeds thirty days, it must be declared by the City Council. (UCA § 63K-4-301 (1) (b))

Additional information regarding disaster declarations is found in ESF 5.

4.5 Activation of the Emergency Operations Center (EOC)

General

The nature and scope of the incident determine the type of coordination facility to be established or activated in cases where the emergency is citywide or extremely severe. This will be in addition to Incident Command Post(s) established to coordinate site response. The EOC allows the Incident Commander(s) in the field to focus on the incident and serves as a conduit for information. The goal of the EOC is to promote problem resolution at the lowest practical level.

The EOC is capable of operation on an intermittent or continuous basis for as long as the situation requires.

The EOC plays a critical support role to the on-scene response by:

- Acquiring, allocating, and tracking resources.
- Managing and sharing information.
- May assist in establishing response priorities among incidents.
- Providing legal and financial support.
- Authorizing emergency expenditures.
- Acting as a liaison with other jurisdictions and other levels of government.

The EOC plays a critical support role to community residents by:

- Providing critical public information.
- Integrating the response and recovery efforts of private and non-profit organizations.
- Establishing recovery priorities in the community.
- Painting a vision of the “new normal”.
- Organizing financial support for long term recovery efforts.

EOC Location

The primary Riverdale EOC is located at the Riverdale City Fire Department building located at 4334 S. Parker Drive Riverdale, Utah and serves as a protected site from which local government officials coordinate, monitor and direct emergency response activities during an emergency. ~~If~~ the event that if it becomes impossible or impractical to use the primary location, the EOC will be moved to an alternate location.

Alternate Locations

Determination of the use of an alternate location will be made by the City Administrator and/or the Emergency Manager as needed. The city may consider use of the following locations, as available or practical, based on the nature of the situation, available assets and needs of the community.

Riverdale Civic Center Building	4600 S. Weber River Drive
Riverdale Community Center	4360 S. Parker Drive

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Riverdale Senior Center

4433 S. 900 W.

Other locations in the community may be used as determined or available.

Activation

The EOC is activated at the request of City Administrator, in coordination with the Emergency Manager

Levels of Activation and Staffing

Activation and staffing for the EOC will depend upon the scale of the emergency or disaster. Any time the EOC is activated, administrative support personnel are required. The level of staffing will be determined by the City Administrator and/or the Emergency Manager, depending upon the situation. There are three levels which assist in determining the level of staffing and to facilitate coordination and response to the emergency with other agencies:

1. Level I – Full Scale Activation

Level I is a complete mobilization and operation of the EOC with full staffing, as available. The EOC may be operated on a ~~24-hour~~24-hour schedule due to the severity of the event.

2. Level II – Limited Activation

Level II is limited agency activation. Coordinators of primary Emergency Support Functions (ESF) that are affected will be notified by the Emergency Manager, or his/her designee, to report to the EOC. All other ESFs are alerted and put on standby. All agencies involved in the response may be requested to provide a representative to the Riverdale City EOC. These emergencies require a limited staff to ~~direct~~direct, and support needed EOC operations. Only those functions which are necessary to support the response to the emergency are activated.

3. Level III - Monitoring Activation

Level III is a preparatory step taken upon the receipt of a warning for a potential disaster or emergency condition. The Mayor and Council are apprised of the event, evaluate the situation and, if conditions warrant, appropriate individuals and agencies are alerted and advised of the situation and instructed to take appropriate action as part of their everyday responsibilities. The EOC may be activated with only administrative staff that assesses the situation and they may escalate the activation if needed. This level typically involves observation, verification of appropriate action, and follow-up. Notifications may be made to potentially affected departments and other agencies or jurisdictions. The EOC may be set up, prepared for operations, and communications equipment tested and made operational. The day-to-day operations are typically not ~~altered~~altered, and the management structure stays the same.

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Staff at the EOC

Staffing at the EOC may involve any or ~~all of~~all the following working groups:

1. Policy Group. The policy group is responsible for developing policy, prioritizing actions, and coordinating the overall emergency response. Members of the policy group include:

- City Administrator
- Emergency Manager
- City Attorney

As ~~needed, or~~needed or required by the type and magnitude of the incident, department heads, elected officials, and/or other subject matter experts may be asked to participate with the policy group.

2. Operations Group. The operations group normally functions in coordination with operations in the field and will coordinate implementation of response actions among the participating organizations and ensure that the policies, ~~activities~~activities, and resources are implemented according to the decisions of the policy group. Members of the operations group may include:

- Emergency Manager/Fire Chief, or designee
- Police Chief, or designee
- Public Works Director, or designee
- Community Services Coordinator, or designee
- ~~Treasurer, or designee~~Human Resources Manager/Treasure
- Outside agencies (as needed or required by the incident)

3. Planning Group. The planning group is responsible for the collection, ~~dissemination~~dissemination, and use of the information about the development and status of resources. This will involve receiving status reports from all incident commanders in the field, analyzing the data received, thinking ahead, ~~briefing~~briefing, and making suggestions to the policy group, and tracking the status of resources. Members of this group will be dependent on the type and magnitude of the ~~event and~~event and may include:

- Community Development Director, or designee
- City Recorder, or designee
- City Engineer, or designee
- Risk Manager / Analyst (Liaison)
- City staff, as needed
- Outside agencies (as needed or required by the incident)

4. Logistics Group. The logistics group is responsible for providing facilities, ~~services~~services, and materials for the incident. This includes health services, food and shelter, transportation, personnel, volunteers, supplies and equipment. Members of this group will be dependent on the type and magnitude of the event and may include:

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- Community Services ~~Coordinator~~Director, or designee
 - ~~Treasurer, or designee~~
 - Human Resources Manager/Treasurer, or designee
 - Public Works Director, or designee
5. Finance Group. The finance group is responsible for tracking and implementing procurement paperwork, keeping records of all incident costs, and evaluating the financial considerations of the incident. Members of this group include:
- ~~Treasurer, or designee~~Human Resources Manager/Treasure
 - Accounts Payable Clerk
 - City staff as needed
6. Information / Intelligence Group. This group may be formed to receive and manage information and intelligence reports, as ~~required~~required, or needed, for the purpose of analyzing and prioritizing incident related information. This group may work with outside agencies or fusion centers. Members of this group may include:
- Public Information Officer, or designee
 - City Recorder, or designee
 - City staff as needed

The notification of individuals to report to the EOC will be accomplished using communication methods that are most functional and available, such as:

- Landline telephone
- Cellular phone
- Text message
- E-mail
- Social Media
- 800 MHZ radio
- Alternate methods such ~~as~~as amateur radio, message runners

Emergency Support Functions (ESF) / Support Annexes (SA)

The EOC will be organized based on the Incident Command structure to support response and recovery operations. This structure will be supported ~~by the use of~~using ESF annexes. ESF annexes describe expected mission execution for each emergency phase and identify tasks assigned to members of the ESF, including nongovernmental and private sector partners. Each ESF is composed of departments/local agencies and voluntary organizations that are grouped together to support the activities of the EOC staff and field operations.

The support annexes describe the framework through which the city's departments and divisions, the private sector, not-for-profit and voluntary ~~organizations~~organizations, and other nongovernmental organizations coordinate and execute the common emergency management strategies. The actions described in the support annexes apply to nearly every type of emergency. Each support annex identifies a coordinating department/division, as well as any supporting

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departments or other agencies. In some instances, two departments or agencies share coordinating agency responsibilities.

An ESF coordinator will be identified for each ESF. Riverdale departments have been designated as primary and support departments for each ESF according to authority, resources, and capability to coordinate emergency efforts in the field of each specific emergency support function.

Primary departments, with assistance from one or more support departments or agencies, are responsible for coordinating the activities of the ESF and ensuring that tasks assigned to the ESF are completed successfully.

ESF operational autonomy tends to increase as the number and complexity of mission assignments increases following an emergency event. However, regardless of circumstances, the ESF will coordinate with the operations group in executing and accomplishing their missions.

Below is a table summarizing primary and supporting roles for departments and divisions of the city for each ESF.

	Emergency Support Functions														
Department or Division	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
Animal Services											P		S		
Community Services						P	S				S				
Emergency & Risk					P	S		S							
Engineering	P		S			S			S			S		S	
Finance					S		P							S	
Fire		S		P	S	S		P	P	P			S		S
Government Services					S		S								
Growth Services														S	S
Information & Records		P			S	S	S								P
Legal & Legislative					S	S								S	S
Planning, Building, & Zoning	S		S											P	
Police	S	S		S	S	S	S	S	S	S			P		S
Public Works	S	S	P	S			S		S	S		P	S		

P = Department or Division has primary or “lead” responsibility for this ESF

S = Department or Division has a significant supporting role for this ESF

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Summary of Riverdale Emergency Support Functions

Emergency Support Function	Primary Department	Supporting Departments	Supporting Agencies
ESF 1 Transportation	Police <u>Public Works Director</u>	Fire Public Works Community Development	UDOT and UTA
ESF 2 Communications	Police <u>Business Administrator</u>	Fire Public Works Information & Records	Dispatch and Amateur Radio Emergency Services
ESF 3 Public Works & Engineering	Public Works <u>Director</u>	Engineering PB&Z Community Development	UDOT
ESF 4 Firefighting	Fire <u>Chief</u>	Police Public Works	Weber/Davis County Fire Agencies
ESF 5 Emergency Management	Fire <u>Chief</u>	Fire Marshal Finance Government Services Information & Records Legal & Legislative Police	Weber County Health Department/Weber County Sheriff's Office/American Red Cross
ESF 6 Mass Care, Housing & Human Services	Community Services	Emergency Mgmt. Fire Information & Records Legal & Legislative Police	Weber County Weber School District American Red Cross
ESF 7 Resource Support	Finance <u>Business Administrator</u>	Community Services Government Services Information & Records Police Public Works	American Red Cross
ESF 8 Public Health & Medical Services	Fire <u>Chief</u>	Emergency Mgmt. Fire Marshal Police	Weber County Health Department/Weber County
ESF 9 Search & Rescue	Fire <u>Chief</u>	Engineering Police Public Works	Weber/Davis County Fire Agencies and Urban Search and Rescue
ESF 10	Fire <u>Chief</u>	Police Public Works	Weber/Davis County Fire Agencies

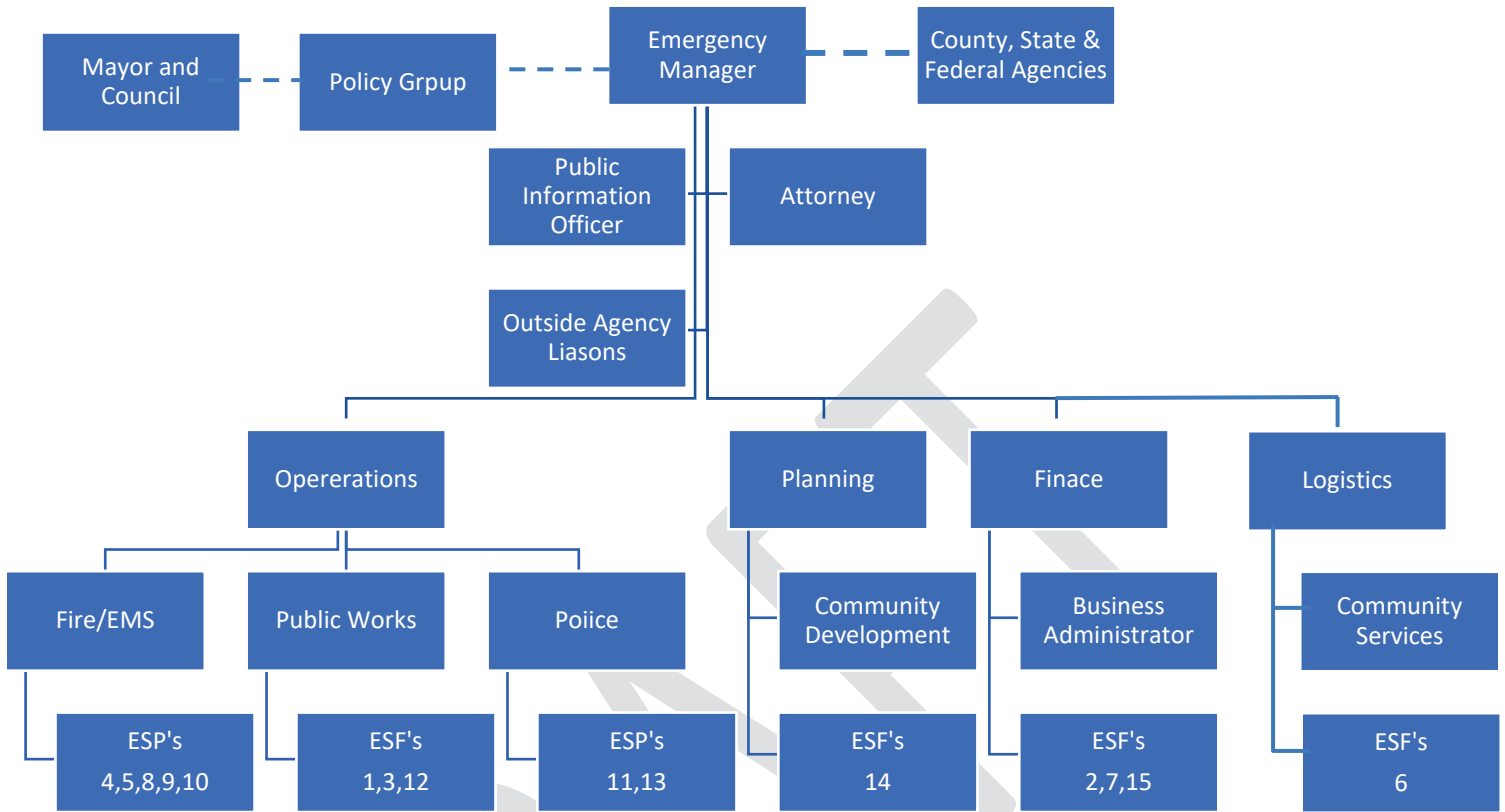
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Oil & Hazardous Materials			
ESF 11 Agriculture & Natural Resources & Animal Control	Police Police — Animal Control	Public Works <u>Code Enforcement</u> Community <u>Services</u> <u>Development</u> <u>Community Development</u>	South Weber <u>Ogden</u> Animal Shelter and Weber County Animal Services
ESF 12 Energy (Public Utilities)	Public Works	Engineering Community Development	Questar Rocky Mountain Power
ESF 13 Law Enforcement	Police	<u>City</u> Fire <u>Attorney</u> Public Works	Weber County Sheriff's Office and Utah Highway Patrol
ESF 14 Long Term Community Recovery	Community Development	Engineering <u>Business</u> <u>Administrator</u> Finance Legal & Legislative	
ESF 15 External Affairs	Information & Records	Police <u>PIO</u> Legal & Legislative	

Preservation of Records

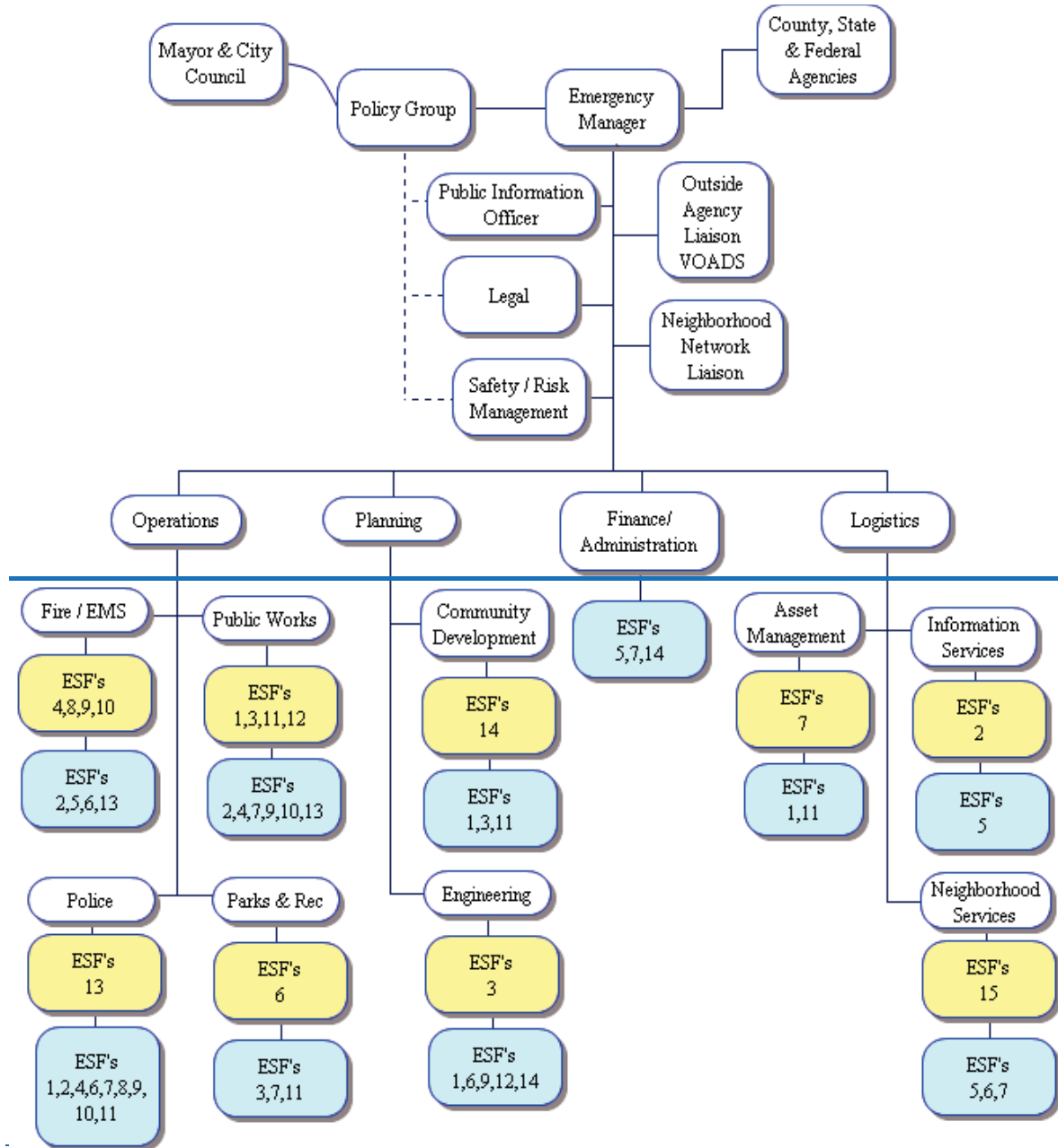
~~In order to~~ To develop after action reports, all messages and logs will be maintained and submitted to the Emergency Manager immediately after deactivating emergency operations.

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Organization of the Emergency Operations Center

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ESF #1 – Transportation
ESF #2 – Communications

ESF #3 - Public Works & Engineering

ESF #4 – Firefighting
ESF #5 - Emergency Management
ESF #6 - Mass Care, Housing & Human Services

ESF #7 - Resource Support
ESF #8 - Public Health & Medical Services

ESF #9 - Urban Search & Rescue
ESF #10 - Oil & Hazardous _____
_____ Materials Response
ESF #11 - Agricultural & Natural _____
_____ Resources
ESF #12 - Energy
ESF #13 - Public Safety & Security
ESF #14 - Long Term Community
_____ Recovery
_____ ESF #15 - External Affairs

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DRAFT

Section 5 – Organization and Assignment of Responsibilities

5.1 City of Riverdale Departments

City officials and staff share the responsibility for the planning necessary to minimize losses and provide relief from disasters. This shared responsibility includes activities to ensure mitigation, preparedness, ~~response~~response, and recovery.

Planning activities should provide for ongoing programs that prevent loss of life and property ~~damage, and~~damage and establish response and recovery capabilities to restore normalcy in the disaster area within the shortest possible time. Operational plans will achieve specific objectives related to the goals of emergency planning. The designation of responsibilities is based on the unique capabilities of each city department.

The following is the assignment of emergency functions to positions and departments of the City of Riverdale in addition to their normal duties. The function applies to all parts of the Emergency Operations Plan when a specific part is not designated. Each department is responsible for developing and maintaining its own Standard Operating Guidelines (SOGs), which must address the following responsibilities. This plan contains Emergency Support Function (ESF) annexes which further define the delegation of responsibilities and outline non-city agencies with a role in emergency response activities.

City Government

In General, the City of Riverdale should be prepared to:

1. Direct and control local response to a wide variety of disasters.
2. Provide immediate response through local resources and personnel. Establish readiness procedures that ensure proper training, notification of personnel, -and the availability of personnel material and equipment in an emergency.
3. Establish and activate mutual aid agreements when specific aid is needed.
4. Request assistance from state and federal government when 1) local resources are fully committed and found to be inadequate and/or 2) a particular capability is required but is not available locally.
5. Participate in state and federal efforts to accomplish hazard mitigation plans and studies.

Mayor

The emergency powers of the Mayor include, but are not limited to:

1. The authority to issue a declaration of a local emergency.
2. Utilizing all available resources of the city as reasonably necessary to manage a local emergency.
3. Suspending the provision of any city ordinance prescribing the procedures for the conduct of city business if strict compliance with the provision prevents, hinders, or delays necessary actions in coping with the emergency.
4. Issuance of orders for evacuation.
5. Suspending or limiting the sale of some items.
6. Invoking the provisions of any mutual aid agreement ~~entered into~~entered by the city.

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City Council

The City Council acts as the legislative body for the city.

1. Support and enact resolutions and ordinances in support of emergency preparedness, mitigation response and recovery activities.
2. Ratify Mayor's declaration of emergency when the duration of the emergency exceeds 30 days.
3. (See also Riverdale City Council Guide to Disaster Operations).

City Administrator

The emergency duties of the City Administrator include, but are not limited to:

1. Activating the Riverdale Emergency Response & Operations Plan when needed.
2. Coordination with the Mayor and City Council.
3. Use all the available resources of the city as reasonably necessary to cope with the disaster.
4. Transferring the direction, personnel, or functions of city departments for the purpose of performing or facilitating emergency operations.

Emergency Manager

The Emergency Manager acts as an advisor to the City Administrator for disaster mitigation, preparedness, ~~responsere~~response, and recovery. The Emergency Manager shall be responsible to:

1. Direct the efforts of all city departments ~~with regard to~~regarding the development and evolution of this plan.
2. Establish a system for reporting, analyzing, ~~displaying~~displaying, and disseminating emergency preparedness information.
3. Coordinate the activities of the departments and other agencies in preparing ~~for, and for~~and operating in disasters.
4. Develop, ~~coordinate and~~coordinate and monitor mutual aid agreements and memoranda of understanding for emergency aid and assistance.
5. Receive, ~~review~~review, and approve departmental emergency operations plans.
6. Establish and direct operation of the Riverdale Emergency Operations Center.
7. Establish procedures to document the recovery efforts and expenses and act as the city's applicant agent in accordance with state and federal disaster assistance programs.
8. Coordinate military assistance.
9. Coordinate warning operations.
10. Coordinate evacuation operations.

Department Heads

Riverdale City Department Heads are responsible for emergency operations within their departments as follows.

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General

1. Continuing to perform routine day-to-day departmental tasks as needed.
2. Providing departmental technical/operational response to disasters or their effects.
3. Developing, ~~maintaining and~~ maintaining and exercising plans for performance of the disaster functions assigned to that department in this plan.
4. Providing EOC representation as required in this plan or as requested by the City Administrator or Emergency Manager.

Specific

1. Police
 - a. Provides law enforcement services.
 - b. Provides for evacuations.
 - c. Provides communications.
 - d. Provides traffic control.
 - e. Augments search and rescue activities.
 - f. Augments recovery and identification of victims.
 - g. Provides warning systems.
 - h. Provides animal control services.
2. Fire / EMS
 - a. Provides fire service.
 - b. Provides emergency medical services.
 - c. Provides search and rescue.
 - d. Provides recovery and identification of victims.
 - e. Provides hazardous materials assessment and establishes protection measures to mitigate effects.
 - f. Augments evacuation
 - g. Augments warning systems.
3. Public Works
 - a. Provides debris removal and clearing rights of way.
 - b. Provides repair / restoration of water / sewer utility services.
 - c. Provides heavy equipment resources.
 - d. Provides the coordination of electrical power repair / restoration to ~~facilities.~~ This facilities.? This would probably have to be done by Building official.
 - e. Provides coordination of emergency transportation assets.
 - f. Provides flood control and mitigation.
 - g. Coordinate the use and maintenance of city fleet vehicles.
 - h. Augments search and rescue
 - i. Augments damage assessment / survey.
 - j. Augments fire service operations.
 - k. Augments traffic control.
4. Planning, Building, & Zoning / Engineering
 - a. Provides damage assessment / survey.
 - b. Provides direction of FEMA Flood Insurance Program.
 - c. Provides condemnation of damaged structures.

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- d. Provides coordination of utility restoration.
 - e. Augments coordination of access to damaged structures.
 - f. Coordinate damage assessment and repair of city owned structures.
5. Community Services
- a. Supports the operation of shelters.
 - b. Maintain the EOC and other support facilities, as necessary.
6. Legal & Legislative
- a. Provides legal counsel.
 - b. Provides guidance for the development of ordinances and resolutions in support of emergency operations.
 - c. Review actions taken to ensure compliance with local, state and federal laws and regulations.
 - d. Coordinate documentation of potential liability claims arising from the emergency.
7. Government Services
- a. Coordinate the use of city human resources during the emergency.
 - b. Provides coordination of volunteer resources.
 - c. Provides coordination for donated materials and goods.
 - d. Coordinate with agencies providing human services.
 - e. Augment EOC operations.
8. Finance / Admin Services
- a. Provides accounting and financial services for receipt and disbursement of emergency funds.
 - b. Provides procurement and availability of supplies, ~~equipment~~equipment, and material.
 - c. Coordinate and support the acquisition of requests for equipment and supplies.
 - d. Augments EOC operations.
9. Information & Records
- a. Provide technical support of computers, networks, communication equipment, data management, etc.
 - b. Provide geographic information system support to manage data, produce maps and provide analysis, as needed.
 - c. Protect the city's computer systems, networks and data files in the event of a disaster.
 - d. Provides direction and control of public information through the preparation and release of official information and statements by city officials.
 - e. Augments EOC operations.
10. Community Development
- a. Coordinates response and recovery with local business.

a.

5.2 County Agencies

General

Weber County may be asked to support the City of Riverdale emergency management efforts when local resources are fully ~~committed~~committed, and additional resources are required beyond the city's ability to respond. Weber County may coordinate with other county agencies or departments as required by the situation, and if needed, may make requests for additional aid from state resources.

Specific

Weber County Government

1. Weber County Emergency Management
 - a. May provide disaster management related information.
 - b. May coordinate and manage the procurement, storage, and distribution of supplies and equipment in an emergency or disaster through the county EOC.
2. Weber County Department of Human Services
 - a. May coordinate and lead county resources, as required, to support local governments and voluntary agencies in the performance of mass care, emergency assistance, housing, and human service missions
 - b. May provide direction to operation of ESF 6, assign ESF personnel to requests for assistance, and ensure that requests for assistance are met, documented and prioritized
 - c. May inform critical personnel and supporting agencies of their role in the event of an emergency or disaster
 - d. May coordinate and provide emergency public information through the joint information center.
 - e. May provide coordination with special needs community and ESF 6 activities.
 - f. May provide services that support other feeding operations.
 - g. May provide staff and support as part of an integrated case management system
3. Weber County Division of Animal Services
 - a. May provide support to ensure an integrated response to provide for the safety and well-being of household pets and companion animals.
 - b. Serves as the coordinating agency for all other animal support organizations in the county.
 - c. May identify and provide qualified veterinary medical personnel for incidents/events requiring veterinary medical services or public health support for household pets and service animals.
 - d. Coordinates and provides emergency and disaster-related veterinary medical care services to impacted animal populations in or outside of shelter locations until local infrastructures are reestablished.
 - e. Provides veterinary public health, zones to notice disease control, environmental health, and related service coordination.

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Non-Weber County Government

1. Weber / Morgan Health Department

- a. May provide subject matter expertise, ~~consultation~~consultation, and technical assistance to ESF 6 partners on disaster human services issues.
- b. May provide medical staff and support to augment health services personnel as appropriate.
- c. May provide medical care and mental health services for impacted populations either in or outside the shelter locations in accordance with appropriate guidelines.
- d. May provide technical assistance for shelter operations related to food, vectors, water supply, and ~~waste water~~wastewater disposal.
- e. May assist in the provision of medical supplies and services, including durable medical equipment.
- f. May coordinate overall needs assessment and monitor potential health hazards.
- g. May coordinate and provide emergency public information through the joint information center.

2. Weber County Emergency Dispatch Center

- a. Operates as a 24-hour ~~7-day-a-week~~7-day-a-week dispatch center.
- b. Provides ~~after hours~~after-hours notification for the emergency management ~~staff~~staffs, responders, and the media if conditions, such as ~~as~~as threat to life and property and safety of the ~~responders~~responded ~~is~~are warranted.

3. Weber Human Services

- a. Supports ESF 8 public health and medical services

5.3 State Agencies

General

The Utah Department of Public Safety, Division of Emergency Management supports the City of Riverdale emergency management efforts when local resources are fully ~~committed~~committed, and additional resources are required beyond the local entity's ability to respond. The Division of Emergency Management may coordinate with other state agencies as required by the situation, and if needed, may make requests for additional aid through emergency management assistance compacts with other states or from other federal resources.

Specific

1. Utah Department of Public Safety, Division of Emergency Management

- a. Coordinate the state's response to disasters.
- b. Activate emergency management assistance compact requests.
- c. Coordinate requests for federal disaster assistance.

5.4 Federal Agencies

General

The Federal Emergency Management Agency (FEMA) is responsible for coordinating the federal government's role in preparing for and mitigating the effects of responding to and recovering from all types of disasters. The federal government may be asked to support the State of Utah emergency management efforts when state and local resources are fully committed and additional resources are required beyond the state's ability to respond.

Specific

1. Federal Emergency Management Agency (FEMA)
 - a. May provide disaster management related information.
2. National Weather Service
 - a. Provide weather information.
 - b. Issue severe weather watches and warnings.

5.5 Non-governmental Agencies

General

Non-government agencies may provide additional services in response to coordinating the response and recovery efforts for all types of disasters. These agencies may be called upon to perform a variety of services.

Specific

1. American Red Cross
 - a. May provide staff to work daily at the EOC in support of mass care and sheltering activities.
 - b. May provide subject-matter expertise on regulations, policy, and all relevant Red Cross issues, including general mass care planning, preparedness, and response and recovery activities as ARC specific activities in these areas.
 - c. Provide information on current Red Cross mass care activities as required.
 - d. Support reunification efforts through its Safe and Well website and in coordination with government entities as appropriate.
2. Amateur Radio Emergency Services (ARES) and Radio Amateur Civil Emergency Service (RACES) **MUST SHOW ID**
 - a. May provide communication support during emergencies
 - b. OARC the Ogden Amateur Radio Club <http://www.ogdenarc.org/>

Section 6 – Direction, Control, and Coordination

6.1 Direction and Control

Direction and control of the emergency management organization, when activated, will be vested in the City Administrator, who serves as chair of the policy group. Other members of the policy group, as well as the Mayor and City Council, may advise the City Administrator. The City

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Administrator may designate others to assume temporary control as required. The emergency management organization is designed to function 24 hours a day until the emergency is resolved or the City Administrator decides such extensive coverage is no longer necessary.

6.2 Continuity of Government

Riverdale Municipal Code provides direction for continuity in government by providing a procedure for succession in offices where elected officials or other key personnel are absent or unavailable ~~during the course of~~ during any major natural disaster or occurrence. The code provides a clear line of authority and succession assuming the unavailability, temporarily or permanently, of elected and appointed officials ~~in order to~~ ensure a lawful continuity of government and a prompt response to ~~an emergency situation~~ an emergency.

6.3 Continuity of Operations

All city departments shall have in place a viable Continuity of Operations Plan (COOP) capability that ensures the performance of their essential functions during any emergency or situation that may disrupt normal operations. Key elements of a viable COOP capability include:

- Identification of essential functions;
- Delegation of authority;
- Orders of succession;
- Evacuation, accountability, notification;
- Alternate facilities;
- Interoperable communications; and
- Vital records and databases protection.

Support of the continuity of operations needs of all city departments will be prioritized in the response and recovery operations directed and coordinated at the EOC so that essential local government services can be performed.

6.4 Coordination with Cities, County and State

1. Mutual Aid. Should city resources prove to be inadequate during an emergency operation; requests will be made for assistance from other local jurisdictions and higher levels of government according to existing or emergency negotiated mutual aid agreements or understandings. Such assistance may take the form of equipment, supplies, personnel, or other available capabilities. All agreements and understandings will be entered into by duly authorized officials and will be formalized in writing whenever possible.
2. The Riverdale City EOP is a part of an overall approach to emergency management in Weber County and the State of Utah and works in coordination with other agencies plans. The Riverdale EOP is specifically designed to handle emergency situations within the city's municipal boundaries. However, many emergencies reach far beyond the boundaries of the city. These emergencies will be managed either by the county, state or federal government agencies with the city performing its part in conjunction with those governmental jurisdictions using the NIMS concept of unified command.
3. In an emergency, there is a multi-step process that must be followed to ensure the proper receipt and coordination of county, state, and federal assistance. The process will be outlined here in brief.

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- Disaster occurs
- Activation of the EOC and EOP
- Issue a local declaration of a “State of Emergency”

6.5 Riverdale Resources

The City of Riverdale shall use its own resources first in an emergency or disaster situation and may call upon other jurisdictions for assistance during events that overwhelm or threaten to overwhelm their own response and recovery resources.

When necessary, the city may declare a local state of emergency and direct response coordination and operations from the emergency operations center.

Section 7 – Information Collection, Analysis, and Dissemination

Disaster intelligence relates to collecting, analyzing, and disseminating information and analyses that describe the nature and scope of hazards and their impacts. Intelligence and information sharing in the EOC is important, especially for each ESF that is activated. It will be vital in evaluation of ESF resources, capabilities, and shortfalls (for example, availability of trained personnel, equipment, and supplies) and will help to determine the level of assistance that is needed, according to each ESF group. This information will become part of the planning and response process as ESF shortfalls are relayed to the Riverdale EOC command staff.

Fusion centers provide analytical products, such as risk and trend analyses, that are derived from the systematic collection and evaluation of threat information. Fusion centers provide access to national-level intelligence and can serve mechanism to de-conflict information. Riverdale will coordinate with appropriate fusion centers at the county, state, and federal level as appropriate.

ESF 15 – External Affairs is responsible for establishing procedures for coordination of overall information activities in the EOC, which supports local emergency response and recovery operations.

Situational rapid assessment includes all immediate response activities that are directly linked to initial assessment operations ~~in order to~~ determine ~~life-saving~~ lifesaving and life-sustaining needs. It is a systematic method for acquiring life-threatening disaster intelligence after an emergency has occurred. In an event that occurs without warning, a rapid assessment must be conducted, at least initially, with city resources. This assessment will lay the foundation for determining immediate response efforts and provide adequate local government response. Coordinated and timely assessments allow for prioritization of response activities, allocation of resources, and criteria for requesting mutual aid and state and federal assistance.

Riverdale Emergency Management will monitor events as required, which provides immediate information management. Riverdale will activate local rapid assessment following any event where disaster intelligence is needed. The rapid assessment will be organized for information flow to a source that will most likely reside in the EOC. This person will prepare documentation necessary for continuing response operations and EOC activation if necessary.

Assessment is accomplished in three phases:

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- Rapid assessment, which takes place within hours and focuses on life-saving needs, hazards, and critical lifelines.
- Preliminary damage assessment, which affixes a dollar amount to damage.
- Combined verification, which includes a detailed inspection of damage to individual sites by specialized personnel

7.1 Rapid Damage Assessment

Development of rapid assessment procedures will provide guidance to all participating agencies that will be involved in the process. Procedures will include:

- Development of a jurisdictional profile.
- Sectoring Riverdale and performing an assessment by sector.
- Look at Riverdale staffing patterns and possible resource needs.
- Develop communication procedures.

Development of rapid assessment forms will assist pre-identified personnel as they collect intelligence. These checklists will ensure uniformity for information gathered, disseminated, and collected.

7.2 Preliminary Damage Assessment

A preliminary damage assessment is conducted within the framework of a declaration process. The preliminary damage assessment assists the City Administrator in determining resources available and additional needs that may be required. Damage assessments are to be relayed to the EOC through damage assessment components.

A preliminary damage assessment team may be composed of personnel from FEMA, the State of Utah Division of Emergency Management, Weber County Emergency Management and Riverdale officials. The team's work begins with reviewing the types of damage or emergency costs incurred by the units of government and the impact to critical facilities, such as public utilities, hospitals, schools, and fire and police departments. They will also look at the effect on individuals and businesses, including the amount of damage and the number of people displaced as well as the threat to health and safety caused by the event. Additional data from the American Red Cross or other local voluntary agencies may also be reviewed. During the assessment, the team will collect estimates of the expenses and damages compiled by the EOC.

This information may then be used by the governor to support a declaration request that will outline the cost of response efforts, such as emergency personnel overtime, other emergency services shortfalls, community damage and residents affected, and criteria to illustrate that the needed response efforts are beyond Riverdale's capabilities. The information gathered during the assessment will help the governor certify that the damage exceeds state and local resources.

7.3 Public Information Procedures

Public information may be coordinated and managed using the Joint Information System.

Section 8 – Communications

Communications Communication is defined as the ability of emergency responders to exchange information via data, voice, and video. Emergency response at all levels of government must have interoperable and seamless communications to manage emergencies, establish command and control, maintain situational awareness, and function under a common operating picture for a broad spectrum of incidents.

Emergency communications ~~consists~~ consist of three primary elements:

1. Operability - The ability of emergency responders to establish and sustain communications in support of the operation.
2. Interoperability - The ability of emergency responders to communicate among jurisdictions, disciplines, and levels of government using a variety of communication mediums. System operability is required for system interoperability.
3. Continuity of communications - The ability of emergency response agencies to maintain communications in the event of damage to or destruction of the primary infrastructure.

8.1 Common Operating Picture

A common operating picture is established and maintained by the use of integrated systems for communication, information management, intelligence, and information sharing. This allows a continuous update of data during an incident and provides a common framework that covers the incident lifecycle across jurisdictions and disciplines.

A common operating picture accessible across jurisdictions and functional agencies should serve the following purposes:

- Allow incident managers at all levels to make effective, consistent decisions.
- Ensure consistency at all levels of incident management.

Critical aspects of local incident management are as follows:

- Effective communications
- Information management
- Information and intelligence sharing

A common operating picture and systems interoperability provide the information necessary to complete the following:

- Formulate and disseminate indications and warnings
- Formulate, execute, and communicate operational decisions
- Prepare for potential requirements and requests supporting incident management activities
- Develop and maintain overall awareness and understanding of an incident within and across jurisdictions

An EOC uses a combination of networks to disseminate critical information that constitutes a common operating picture, including the following:

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- Indications and warnings
- Incident notifications
- Public communications

Notifications are made to the appropriate jurisdictional levels and to private sector and nongovernmental organizations through the mechanisms defined in emergency operations and incident action plans at all levels of government. The types of communication used in an incident or event will vary depending on the complexity of the incident or event and consist of both internal communications and external communications and may cross a broad spectrum of methods.

Agencies must plan for the effective and efficient use of information management technologies such as computers and networks for the following purposes.

- Tie together all command, tactical, and support units involved in incident management.
- Enable these entities to share information critical to mission execution and the cataloging of required corrective actions.

Prior to an incident, entities responsible for taking appropriate pre-incident actions use communications and information management processes and systems to inform and guide various critical activities.

During an incident, incident management personnel use communications and information processes and systems to inform the preparedness organizations, multiagency coordination entities, agency executives, jurisdictional authorities, and EOC personnel of the formulation, coordination, and execution of operational decisions and requests for assistance. Sustained collaborative effort over time will result in progress toward common communications and data standards and systems interoperability.

Additional information regarding communications is found in ESF 2.

Section 9 – Administration, Finance, and Logistics

9.1 General Guidance

- The EOC will monitor situations continuously 24 hours per day or as required by the situation and is managed by Riverdale Emergency Management. Day-to-day operations are under the direction [of](#) the Riverdale City Administrator or his/her designee.
- The operational readiness of the EOC is the responsibility of Riverdale Emergency Management.
- Narratives and operational journals of response actions will be kept.
- All written records, reports, and other documents will follow the principles of the NIMS.

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- Agreements and understandings must be entered into by duly authorized officials and should be formalized in writing whenever possible prior to emergencies.
- Organizations tasked with responsibilities in the implementation of this plan are responsible for providing their own administrative and logistical needs and for the preparation and maintenance of a resource list for use in carrying out their emergency responsibilities.

9.2 Records Preservation and Restoration

All affected city departments must ensure protection of their records so normal operations can continue after the emergency. Such records may also be vital to the rapid recovery from the effects of an emergency. Riverdale Information Services is charged with the maintenance of plans for the safety, recovery, and restoration of Riverdale's data and telecommunication systems during a disaster.

9.3 Reports and Records

General

The planning and activation of an effective emergency response ~~requires~~require timely and accurate reporting of information and the maintenance of records on a continual basis.

Reporting Guidelines

Riverdale will submit reports to Weber County Emergency Management and the Utah Division of Homeland Security to include situation reports, requests for assistance, and damage assessment reports, as available and/or requested.

The city will use pre-established bookkeeping and accounting methods to track and maintain records of expenditures and obligations. Narrative and written log-type records of response actions will be kept by the emergency management agency. The logs and records will form the basis for status reports to the county and state.

Initial Reports

Initial reports (needs assessment) are the necessary basis for the governor's decision to declare a state of emergency and to request a presidential disaster declaration. These reports determine the specific types and extent of assistance made available to the affected area.

Updates

Situation reports outlining new developments and more complete information will be forwarded as often as necessary in the most expeditious manner available. At a minimum, a daily situation report will be forwarded to the state EOC during a local activation.

Post Emergency Reports

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Riverdale Emergency Management will submit the appropriate post emergency reports as requested or required to:

Weber County Emergency Management

Sheriff's Office
721 W. 12th Street
Ogden UT 84404
801 629-8221

and

Utah Division of Emergency Management

Department of Public Safety
1110 State Office Building
Salt Lake City, Utah 84114
801 538-3400

9.4 Financial Management

The Riverdale Plan assigns lead and support departments for 15 functional areas of disaster response. Each agency assigned to an ESF is responsible for mobilizing existing personnel, equipment, materials, supplies, and other resources under their control.

When departments require additional resources, these requests will be referred to ESF 7 -Resource Support in the Riverdale EOC. ESF 7 is tasked with identifying the most appropriate and economical method of meeting the resource request. There are four basic methods of meeting a resource request as follows:

- Local forces are those resources under direct control of the city EOC. They can be assigned based on priorities established by the EOC organizational response agencies.
- Mutual aid can be requested by the Riverdale EOC to augment staff during a locally declared state of local emergency. All requests for mutual aid must follow the procedures established under the agreement.
- State and federal agencies' response may be required when either mutual aid or contracting can meet the resource request. It is anticipated that this response would occur early in the disaster for short time periods.
- All ESF procurements and expenditures will be documented. All receipts and invoices with explanations and justifications will be forwarded to the Finance Department in a timely fashion. The Treasurer will ensure all documentation is complete, recorded on the appropriate forms and proper in all respects. If Riverdale is included in a federally declared disaster, the Treasurer will make application and submit for reimbursement. If Riverdale is not declared, the documentation will serve as a recorded history of activity with expenditures.

9.5 Accounting

Complete and accurate accounts of emergency expenditures and obligations, including personnel and equipment costs, will be maintained. Such records are essential to identify and document (1) funds for which no federal reimbursement will be requested and (2) those funds eligible for reimbursement under major emergency project applications. When federal public assistance is provided under the Disaster Relief Act, local projects approved by FEMA are subject to both state and federal ~~audit~~audits. The Finance Department will coordinate the reimbursement documentation for the FEMA Public Assistance Program during a presidentially declared disaster for Riverdale.

9.6 Fiscal Agreements

A clear statement of agreement between all major agencies responding to an emergency concerning payment or reimbursement for personnel services rendered, equipment costs, and expenditures of materials used in response to an emergency is mandatory.

9.7 Logistics

- Riverdale Emergency Management maintains current resource information on supplies, equipment, facilities, and skilled personnel available for emergency response and recovery operations.
- ESF 7 - Resource Support provides logistical and ~~resource~~resources support, including locating, procuring, and issuing resources (such as supplies, office space, office equipment, fuel, and communications contracting services, personnel, heavy ~~equipment~~equipment, and transportation) to agencies and departments involved in delivery emergency response and recovery efforts.
- The Mayor, or designee, has the authority to appropriate services and equipment as necessary in response to a disaster.
- Detailed information on logistical assets may be found in the resource and logistics annex.
- Unless covered in a mutual aid agreement/memorandum of understanding, emergency resources may not be sent outside Riverdale unless the Mayor, the City Administrator, or other designated representative grants approval.

Section 10 – Plan Development and Maintenance

10.1 Development and Maintenance

If any part of the city's Emergency Operations Plan is to be effective, its contents must be known and understood by those responsible for its implementation. The Emergency Manager and other involved department heads should brief appropriate public/private sector officials in emergency management policies and practices and in this plan in particular.

The EOP should be reviewed annually and tested according to the city's training and exercise plan, regardless of actual events, in order to provide practical, controlled, operational experience to those

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individuals who have emergency responsibilities. Once adopted by the City Council, the Emergency Manager will be responsible to review the plan annually and update it as necessary under the direction of the City Administrator. The City Administrator, or his/her designee, shall provide an annual update of changes to the City Council.

Each department head is responsible for reviewing and updating all tasks and responsibilities assigned to them, as needed, based on experience in emergencies, deficiencies identified through exercises, and changes in government structure and emergency organizations.

~~Particular emphasis~~Emphasis should be placed on changes to personnel, addresses, phone numbers, and changes in resources. Riverdale's EOP will be reviewed to coordinate alignment with state and federal planning guidelines at least every three years, or as required.

Any user of this plan is encouraged to recommend changes to the document that the user feels might enhance or clarify a particular portion of the area being addressed. Suggested changes should be submitted to the Emergency Manager for coordination, comment, concurrence, and approval.

Updating is normally completed by preparing replacement pages, which contain new or updated information. A revision date (month/day/year) should be added to each page in the lower ~~right hand~~right-hand corner. The Emergency Manager should have the City Recorder forward approved changes to all persons and organizations with duties outlined in the EOP. Changes should be noted on the "Record of Changes" log and added or replaced in each hard copy of the EOP.

10.2 Tests and Exercises

Riverdale's Multi-year Training and Exercise Plan outlines the training and exercise priorities for the city and is updated on an annual basis to meet the needs of the community. This document is a living document that should be referred to for details regarding scheduled training and exercises.

- Orientation seminars will be held on an ~~as-needed~~as-needed basis for training of groups/individuals that have roles and responsibilities within this plan.
- Tabletop exercises will be held annually.
- Functional Exercises will be held annually.
- ~~Full-Sea~~Full-Scale Exercises will be held at least every two years. (May be waived in lieu of an actual disaster requiring the full implementation of this plan)

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10.3 Plan Maintenance Standards

Activity	Tasks	Frequency
Plan update and certification	<ul style="list-style-type: none"> • Review entire plan for accuracy • Incorporate lessons learned and changes in policy and philosophy • Manage distribution 	Annually
Train new emergency management staff and /or department heads	<ul style="list-style-type: none"> • Conduct plan training for new staff members 	Within 30 days of appointment
Orient new elected officials	<ul style="list-style-type: none"> • Brief officials on existence and concepts of the plan • Brief officials of their responsibilities under the plan 	Within 90 days of the appointment
Plan, conduct, and participate in exercises	<ul style="list-style-type: none"> • Conduct exercises • Support and participate with in county-level and state-level exercises 	Semiannually, annually, or as needed

Section 11 – Authorities and References

11.1 Federal

- [Emergency Interim Succession Act, 63-5B Title 44, CFR Federal Emergency Management Agency Regulations, as amended](#)
- [The Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended.](#)
- [Title 44, CFR Federal Emergency Management Agency Regulations, as amended.](#)
- [The Superfund Amendment and Reauthorization Act, Title III \(SARA\), as amended.](#)
- [Homeland Security Presidential Directive 5 \(HSPD-5\): Management of Domestic Incidents; Disaster Response Recovery Act, 63-5A](#)
- ~~[Homeland Security Presidential Directive 8 \(HSPD-8\): National Preparedness Robert T. Stafford Relief and Emergency Assistance Act, public law 93-288, as amended, 42 U.S.C. 5121](#)~~
- ~~[Homeland Security Presidential Directive 5—Management of Domestic Incidents](#)~~
- ~~[Homeland Security Presidential Directive 8—National Preparedness](#)~~
- ~~[Federal Civil Defense Act of 1950, \(PL 81-950\), as amended](#)~~
- ~~[Disaster Relief Act of 1974, \(PL 93-288\) as amended.](#)~~
- ~~[Title III, of the Superfund Amendments and Reauthorization Act of 1986, \(SARA\), \(PL 100-700\).](#)~~
- ~~[Code of Federal Regulations \(CFR\), Title 44. Emergency Management and Assistance October 1, 2008](#)~~

11.2 State

- Utah Code – Title 53, Chapter 2 – Emergency Management
- [Utah Code – Title 63K – Emergency Management](#)

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11.23 County

11.34 State and Local

- [Riverdale City Municipal Code Emergency Management Act of 1981, Utah Code 53-2a and 2b](#)
- [Disaster Response and Recovery Act, Utah Code 63-5A](#)
- [Riverdale City Municipal Code.](#)

11.45 Supporting Documents and Plans

- State of Utah Emergency Operations Plan
- Weber County Emergency Operations Plan
- Wasatch Front Region Natural Hazard Pre-Disaster Mitigation Plan (adopted October 6, 2009)
- City of Riverdale General Plan (~~adopted April 25, 2001, updated February 4, 2014~~[being development](#))
- City of Riverdale Multi-Year Training and Exercise Plan (being developed)

11.6 11.5 Agreements and Mutual Aid

- Resolution 1986-35 an Interlocal Agreement between the City of Riverdale and Weber County to provide for the establishment of [a](#) 911 Emergency Telephone System effective June 4, 1986.
- Resolution 1992-32 authorizing the execution of an agreement among Riverdale City, the Utah Department of Public Safety, Weber County and other area cities to provide emergency communication services within ~~the~~ Weber County without regard to territorial boundaries effective December 2, 1992.
- Resolution 1996-36 authorizing the execution of a Weber County Area-Wide Mutual Aid Fire Protection Interlocal Agreement effective July 7, 1996.
- Resolution ~~1996-41~~[2015-04](#) authorizing the execution of an agreement with Hill Air Force Base for Mutual Aid in Fire Protection and Hazardous Materials Incident Response effective ~~August 7, 1996~~[2015](#).
- Resolution 1996-53 amending the 911 Emergency Telephone service Interlocal Agreement previously passed resolution to include a levy for 911 emergency services on radio communications access lines in accordance with Utah law effective November 20, 1996.
- Resolution 1999-6 authorizing execution of an Interlocal Cooperative Mutual Aid Fire Investigation Agreement among Riverdale City and other agencies within Weber County effective February 3, 1999.
- Resolution 1999-49 authorizing execution of an agreement with the Secretary of the United States Air Force for Hill Air Force Base Fire Department for Mutual Aid in fire protection and hazardous materials incident response effective September 1, 1999.

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- Resolution 2004-23 authorizing Execution of Emergency Mutual Aid Interlocal Agreement effective August 17, 2004.
- Resolution 2005-8 approving a Resolution of the Board of County Commissioners of Weber County and its intent to create the Weber Area Dispatch 911 and Emergency Services District effective April 19, 2005.
- Resolution 2007-10 a resolution of Riverdale City Council approving an interlocal agreement between Hill Air Force Base Fire Department and Riverdale City concerning the mutual aid in fire protection and hazardous materials effective April 17, 2007.
- Interlocal Agreement for Cooperative Emergency Services with Roy City.
~~Entered into~~[Entered](#) July 15, 2008.
- Resolution 2008-51 a resolution of Riverdale City Council approving an interlocal agreement between South Ogden City and Riverdale City concerning the mutual aid and an interlocal agreement in ambulance services effective December 16, 2008.
- [Resolution 2009-27 a resolution of Riverdale City Council approving an interlocal agreement between Hill Air Force Base Fire Department and Riverdale City concerning the mutual aid in fire protection and hazardous materials effective September 15, 2009.](#)
- [Resolution 2013-42 a resolution of Riverdale City Council approving an interlocal agreement between Riverdale City and various other local cities and agencies concerning automatic mutual aid in fire protection and services effective December 17, 2013.](#)
- [Resolution 2021-02 a resolution approving an interlocal agreement with Weber County Fire Departments and Weber County for USAR](#)

Guide to Emergency Support Functions (ESF) For Index

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How to use this Emergency Responders Manual

This section is designed to assist city staff during times of emergencies and disasters. Each section is a reminder of major activities that may need to be completed depending on the type and size of the emergency or disaster. Other assignments may be given to staff not outlined in this booklet.

Each department or person identified in this booklet should be familiar with applicable sections of this plan. Everyone in each department should be familiar with their role before, during and after a disaster.

Appendixes for functions which are not typical duties for the person assigned may be added to that function or duties which require great detail and would not logically fit within the body of the manual. Each appendix should have its own plan to be activated at appropriate times during an emergency.

National Incident Management System (NIMS)

—Riverdale City responds to emergencies in accordance with the principles of the National Incident Management System (NIMS). The Mayor/City Council (Policy Group) will provide overall direction to responding staff and to support staff in the field.

Administration and Logistics

—During a disaster response, it is clear that some administrative procedures should be suspended, relaxed, or made optional under threat of disaster. Such action should, however, be carefully considered, and the consequences should be projected. Detail to transactions involving purchasing and contracting must be maintained either electronically or on paper.

Emergency Operation Center

—The function of an Emergency Operation Center (EOC) is to be the center for communication, information and coordination. The primary Emergency Operations Center is located at the Riverdale City Fire Station. The back-up Emergency Operations Center is located at The Riverdale Civic Center.

Message Format

—Any message used during an emergency situation shall contain, but not be limited to, the following information: Receiving party (TO:), Sending party (FROM:), Date, Time, How message was sent (Via:), Priority, the Message, Resources requested, and Action taken (if any). All messages or at least copies of messages should be saved.

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How Riverdale City Will Respond to Emergency Situations

The levels outlined below will be used to determine the appropriate response to each given ~~emergency situation~~emergency as designated by the Incident Commander.

Level 1.

- A. Definition of a Level 1 situation – Any unexpected occurrence that can be met with a single department's normally available resources. Normally available resources may include the response of other city departments in a routine capacity.
 - B. Responsibility – The department that would normally handle the situation is responsible for the decision making to properly resolve the incident.
 - C. Actions – The responsible department shall set up an on-site command post if it so desires. No Citywide action is required.
 - D. Notifications – None required for this level.
 - E. Press Relations – Press relations will be assumed by a designated, trained Public Information Officer (PIO). Needed logistical support, additional personnel, or other resources will be the additional responsibility of the responsible department.
- If there is a ~~large-scale~~large-scale evacuation notice, the level is automatically changed from a Level 1 to a Level 2 response and the **EOC must be activated.**

Level 2.

- A. Definition of a Level 2 situation – Any unexpected occurrence that requires a response by two or more city departments above a routine capacity, or where multiple outside agencies or jurisdictions have responded to render such assistance. Such emergencies require a cooperative effort and a commitment of personnel, equipment or resources that would be expected to upset the normal working routine of either or all responding departments. The EOC will be activated.
- B. Responsibility – The primary ~~decision-making~~decision-making responsibility rests with the department that would normally handle the situation. However, there may be a cooperative effort with departments that are responding to the situation when support is required.
- C. Notifications – Appropriate Supervisory Personnel of the Department most involved in the emergency. Emergency Manager Department Heads, the City Administrator, and the Emergency Manager Assistant may be notified.
- D. Actions – The senior representative of the responsible department shall set up an on-site command post and notify all responding departments of the location.
- E. Press Relations – Press relations will be assumed by a designated, trained PIO.

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F. Location – Those not responding on [the](#) scene will report to Incident Command (IC).

Level 3.

- A. Definition of a Level 3 situation – Any extraordinary occurrence of such magnitude that all city departments and resources must be utilized or where combinations of city departments and outside agencies have been mobilized to handle the situation.
- B. Responsibility – The primary responsibility for ~~policy-making~~[policy-making](#) rests with the Policy Group. On-site commanders shall make those decisions necessary to protect life and property and to stabilize the situation. ~~Typically~~[Typically](#), this level of emergency results in a “Local Declaration of Emergency” by the Mayor and/or his/her designee.
- C. Notifications – The initial department to respond shall be responsible for notifying the appropriate Department Heads, City Administrator, and Emergency Manager’s Assistant of the situation.
- D. Actions – The senior representative of the responsible department should set up an on-site command post and notify all responding departments of the location. The Incident Commander will determine which staff members and what kind of help will be required to effectively handle the situation. The Emergency Manager Assistant will then call the staff members needed and require that they report to the EOC or another designated site.
- E. Press Relations – Press relations will be assumed by a designated, trained PIO.
- F. Location – Those not responding on [the](#) scene will report to IC.

Prior to Response Checklist

—To reduce redundancy, the following checklist should be followed by all city staff in the event of a ~~large scale~~[large-scale](#) emergency or disaster.

Upon notification of an emergency/disaster:

- ☐ Employees designated as essential staff should make arrangements for family/household needs. If a member of your household is injured or your house/apartment is severely damaged, take care of those matters first. Come ~~into to~~[into to](#) work as soon as possible. Please note that the community services staff will be checking the status of the families/household during an emergency and relaying information between the EOC and responders.
- ☐ Each department has compiled a ~~72-hour~~[72-hour](#) kit for essential staff to utilize while on the job but individual employees should bring any personal medications and a change of work clothes with them when they report to work in an emergency situation.
- ☐ Get background information from the person who notified you of the emergency:
 - Location
 - Incident size and type
 - Type of damage
 - Response up to now

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- ❑ Report to the EOC or if you are in the Public Works department, report to Public Works unless asked to report elsewhere.
- ❑ The Primary EOC is located at the Riverdale Fire Department. The Secondary EOC is located in the City Council Chambers at the Civic Center.

When an EOC is activated

- ❑ Have Emergency Manager's Assistant log events, actions, decisions, communications, reasons for decisions, etc. Make sure that all coordinators under your control are doing the same. These records must be archived by the City Recorder after the emergency has subsided.
- ❑ Have appropriate staff ~~(including the Shift A Fire Captain and his team responsible for utilities and infrastructure damage assessment, Building Inspector, and Police Department)~~ complete damage assessments so you know what has happened in Riverdale and what type of response is needed. Weber County and the State of Utah will not corroborate the Mayor's declaration of disaster without a hard copy of the preliminary damage assessment report prepared by the City Administrator and Emergency Manager's Assistant.
- ❑ Assign people to fill any vacancies in EOC or to special duties. *See Organization Chart for teams and their general duties.*
- ❑ Hold regular briefing meetings with the City Council for updates on response activities and actions on the established priorities.
- ❑ Ensure that departments are keeping records of the event and their activities; additional clerical help is paramount to keep [the](#) accurate status of events.
- ❑ Meet with the PIO to prepare press releases, instructions, information, ~~eteetc.~~ and set a time schedule for subsequent releases.
- ❑ Provide the legal path if an evacuation is needed as determined by the Department of Public Safety and relayed to the public through the PIO. (Refer to the Evacuation Map.)
- ❑ If needed, prepare a *Disaster Declaration* (City Attorney).
- ❑ Each individual department head is responsible for all allocation of available resources in their respective control. These decisions are made at the request of the IC.
- ❑ Guarantee purchasing needs are being met so each department can get the resources it needs to appropriately respond to the emergency. ~~(Business Administrator)~~.
- ❑ See that utilities are being restored to damaged areas and temporary shelters.
- ❑ Manage all coordination and internal activities within the EOC

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Public Safety Response

- ❑ Riverdale fire and police departments will respond to emergencies and disasters using the NIMS protocol.
- ❑ The IC has overall direction and control of the on-scene public safety response.

Law and Order

- ❑ Be aware of the need to provide security at shelter or mass care sites which should be arranged [with the community services coordinator](#).

Mayor

- ❑ Report to the EOC if it is activated.
- ❑ Maintain authority before, during, and after an emergency declaration.
- ❑ Issue *Proclamation of Local Emergency* in Riverdale, Utah.
- ❑ Issue and approve public proclamations during the declared emergency.
- ❑ Coordinate press releases with a designated, trained PIO.
- ❑ Appoint assistants and specialists during an emergency.
- ❑ Rescind *Proclamation of Local Emergency* when appropriate.

City Council

- ❑ Report to the EOC if it is activated.
- ❑ Work with the Mayor and City Administrator for policy support during and after the incident.

City Administrator/ Recovery Coordinator

- ❑ Consult with the Emergency Manager to determine whether or not to activate the EOC.
- ❑ Report to the EOC if activated.
- ❑ Notify and update the Mayor and City Council as needed. Give your opinions and assist in the development of emergency policies. The Emergency Manager will be the most solid contact with the ~~on-scene~~[on-scene](#) IC who will be the most reliable source of information. Attend policy group briefings and coordinate and recommend recovery priorities.

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- ❑ Assemble the City Council and/or department heads involved with the emergency. Determine the objectives for the situation and ensure that the departments are communicating with each other and getting needed resources.
- ❑ In an emergency situation the Emergency Manager and/or City Administrator have the authority to activate CERT through ~~the Volunteer and Victim Accountability Coordinator (Fire Captain Shift C) or his/her designee who will utilize the City Watch Emergency Notification System or the CERT phone tree to get the word out~~ Weber County.
- ❑ The City Administrator's office is responsible for the overall control of available resources. Each individual department head is responsible for the allocation of available resources in their respective control with assistance from the city's business administrator or his/her designee. Obtain information on the status of department resources from the resource coordinator and relay that information to the Policy Group.
- ❑ If the person assigned to a particular function cannot respond, make a temporary assignment until the assigned person is available.
- ❑ If needed, designate a resource coordinator for your department who will work with the EOC.
- ❑ Have anthe Administrative Assistant run errands and perform all clerical duties, such as maintaining the log of events, decisions, communications, and significant events which can be referred to during a debriefing. These records must be archived by the City Recorder after the emergency has subsided. Make sure that all coordinators and assistants under your control are doing the same.
- ❑ When applicable, assist state and federal staff in setting up their public and personal financial aid stations. They will need a room away from the EOC that is accessible by the public. They will need chairs, tables, telephones, and access to or be provided food and water.
- ❑ Restore or support the restoration efforts of the city, its citizens, and working conditions to the state they were in prior to the emergency.
- ❑ Contact each coordinator and find out what they need to restore their function to the pre-emergency conditions. Ask the question "What would it take to..."
 - Celose the emergency shelter?
 - Inform the public that it is clear to return to their homes?
 - Send volunteers home?
 - End the service of contracted equipment and workers?
 - Restore utilities?
 - Repair damaged public buildings?
 - Get essential businesses up and running?
 - Arrange for people who have been evacuated, to be transported home?
- ❑ Begin planning for recovery activities including:

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- The people and resources which are being used from another city must be deactivated and sent home first.
 - Get an assistant to start collecting the time logs, ~~communications~~communications, and resource logs. These will be used in reimbursements, debriefings, and possible evidence for litigation. The City Recorder and Business Administrator will be doing the same, coordinate efforts with them.
 - Make sure that all responders involved in the emergency are notified when the emergency is over.
- ☐ Coordinate when to start calling the families of emergency responders to inform them when the emergency will be ~~over~~over, and they can expect their family members to return home.

City Attorney

- ☐ Report to the EOC or other designated area.
- ☐ Begin a log of events, decisions, communications, and significant events. Make sure that all coordinators under your control are doing the same. These records must be archived by the City Recorder after the emergency has subsided.
- ☐ Assure that the city's *Emergency Operation Plans* conform to appropriate laws and ordinances.
- ☐ Assist in the preparation of emergency related ordinances, disaster declaration and process with other government agencies.
- ☐ Assist in purchasing with contract preparation and administration.
- ☐ Assist with *Mutual Aid Agreements* between neighboring jurisdictions to increase the efficiency of emergency response efforts. Such agreements also assure that costs are ~~proper~~proper, and compensation is made as required. This requires coordination with the City Administrator and Business Administrator.
- ☐ Recommend actions regarding curfews, forced evacuations, authority and need of immediate demolition of unsafe structures on private property or other matters.
- ☐ Determine the best possible wording to warn the general and at-risk populations. Coordinate with the Police Chief and PIO.



City Administrator

- ☐ Report to the EOC or other designated area.
- ☐ Begin a log of decisions, communications, and significant events. Ensure that all members of your team are keeping records of their activities as this information can be used as documentation for potential liability issues. These records must be archived by the City Recorder after the emergency has subsided.

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- ☐ Make sure that all agencies involved in responding are taking measures to maintain their own safety.
- ☐ As soon as is reasonable, tour the disaster site and take photos for records and coordinate with City Recorder.
- ☐ After your tour, advise the City Council of issues dealing directly with risk management and responder safety.
- ☐ Also tour the established shelters and assist the Community Services Director to correct any hazards and prevent any injuries inside of the shelter.
- ☐ Communicate with the Community Services Director to ensure safety at all established temporary shelters. If possible, have a trained medical responder treat small wounds at the shelter rather than transporting them to hospitals.
- ☐ Communicate with the Community Services Coordinator to ensure that proper food handling procedures are being met.
- ☐ Notify the Weber-Morgan Health Department and have them monitor health and sanitation conditions and needs in designated shelters.
- ☐ Determine if the emergency is being surveyed for health and sanitation hazards by the Weber-Morgan Health Department.
- ☐ Coordinate water testing for contamination with Public Works Department.
- ☐ Determine if arrangements should be made for bulk water supply with Public Works Department.
- ☐ If applicable, assist the IC and City Attorney in investigation and documentation for potential liability issues.
- ☐ If necessary, recommend that the city council request a CISD Team or the emergency responders on the scene and in the EOC coordinate this with IC and the Police Chief.
- ☐ Communicate with the Police Chief's appointed Transportation Coordinator to ensure that all safety measures are being taken in consideration of the population with special needs, i.e. non-ambulatory, elderly, etc.

City Recorder

- ☐ Report to the EOC or other designated area.
- ☐ Begin and maintain a log of events, decisions, ~~communications~~communications, and significant events. These records must be archived after the emergency has subsided.

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- ❑ Assist the City Attorney with producing emergency policies and disaster declaration.
- ❑ If needed, tour the inundated areas, take notes and photos, ~~make an assessment of~~assess the situation and recommend priorities to the policy group.
- ❑ Make a list of areas where volunteers are needed and coordinate with all responders and the EOC staff where the best use of volunteers would be found. (Make sure that the Risk Manager is aware of all volunteer activities.)
- ❑ Be the main contact point for all volunteer groups and designate areas where volunteers should report.
- ❑ Communicate with the EOC staff as to the availability and special skills of volunteers.
- ❑ If needed, contact volunteer coordinators from various pools, i.e., Community Emergency Response Team (CERT), religious organizations, civic groups, and Red Cross. *See Directory for contact names and numbers.*
- ❑ Let volunteer leaders know when and where help is needed to prevent volunteers from showing up on scene unsolicited. Riverdale City cannot stop people from doing this spontaneously, but legally we cannot support it.
- ❑ Before requesting or allowing volunteers to help, make sure they have personal protective equipment, i.e., gloves, work boots, skills. If they don't have the equipment or knowledge, use them in harmless tasks, i.e., serving food at the shelters, setting up table and chairs etc.
- ❑ Periodically update the volunteers of the status of the emergency.
- ❑ If volunteers need to be transported to an area in need, coordinate efforts with the Police Transportation Coordinator to prevent unnecessary cars on the road.
- ❑ Keep track of how long ~~volunteers~~volunteer's work. No volunteer should work longer than eight hours at a time.
- ❑ Document all activities, communications and time worked by volunteers. **NOTE** - very specific information is required for the volunteer log to receive reimbursement from FEMA.
- ❑ As the emergency winds down, work with the city administrator to arrange volunteer recognition and awards to ensure volunteers will be willing to help again. Also begin making a list of individuals, companies, and volunteer organizations that assisted Riverdale City in responding to the emergency. After the emergency has been completely resolved, obtain money for plaques or certificates of appreciation to those on the list. If there are too many volunteers to give plaques to all who participated, arrange a thank you letter and print it in the local newspaper to create community cohesiveness.

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Fire Chief/Emergency Manager

- ❑ Contact Weber County's Emergency Manager.
- ❑ Depending on the emergency level, notify Administrative Assistant and the appropriate department heads to meet at the EOC.
- ❑ Report to the EOC if activated.
- ❑ Maintain a direct line of communication with the IC, Mayor, City Administrator, and PIO.
- ❑ Brief the City Administrator and City Council on current events and response activities.
- ❑ In ~~an emergency situation~~ an emergency the Emergency Manager and/or City Administrator have the authority to activate CERT through the Volunteer and Victim Accountability ~~Coordinator (Fire Captain Shift C)~~ or his/her designee who will utilize the City Watch Emergency Notification System or the CERT phone tree to get the word out.
- ❑ If needed, the activation of mutual aid agreements involving ~~fire fighting~~ firefighting and/or emergency medical services will be coordinated by the fire department.
- ❑ Fire Department will track injuries and deaths.
- ❑ Work with the Police Chief and department heads to plan for an extended need for public safety staff.
- ❑ If you feel that it is warranted, work with the City Attorney on the need for a curfew and how to enforce it.
- ❑ Although not present in all disasters, address the possibility of looting.
- ❑ If needed, work with Transportation Coordinator appointed by Police Chief to determine how the population with special needs, i.e., non-ambulatory, elderly, etc., will be transported to another facility.

Fire Department Administrative Assistant

- ❑ Report to the EOC if activated.

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- ☐ Notify the Weber County Emergency Management Director and State C.E.M.
- ☐ Make all EOC telephone numbers available to the PIO and all city staff.
- ☐ Establish communication links with Weber County.
- ☐ Get an assistant to update the status board in the EOC, be a runner and take notes.
- ☐ Through PIO notify or alert voluntary agencies with the following information:
 - 1) Type of disaster; 2) Time of disaster; 3) Actions already taken; 4) Areas/number of person involved; 5) Estimate of damage/loss of life; 6) Type/amount of assistance needed.
- ☐ Update information on conditions of disaster with the following information:
 - 1) Status of public services; 2) Status of water and sewer systems; 3) Release of hazardous materials; 4) Rumor control; 5) Status of weather.
- ☐ Be sure accurate logs and records of activities are being kept by all departments with the following information:
 - 1) Service activities; 2) Estimates of damage; 3) Manpower and equipment ~~utilized~~; utilized.
 - 4) Mutual aid or extra-jurisdictional assistance requested or provided; 5) Financial expenditures; 6) Federal and State reports.

Make sure that all coordinators under your control are doing the same. These records must be archived by the City Recorder after the emergency has subsided.

- ☐ Maintain contact with the *National Weather Service*.
- ☐ Work with the building inspector in filling out and faxing the *Preliminary Building Damage Assessment Surveys* to the county and state.
- ☐ Work with the PIO and the county in activating the Emergency Alert System.
- ☐ Recommend a professional *Critical Incident Stress Debriefing (CISD)* team.

Risk Manager (Fire Captain Shift A)

- ~~☐ Report to the EOC or other designated area.~~
- ~~☐ Begin a log of decisions, communications, and significant events. Ensure that all members of your team are keeping records of their activities as this information can be used as documentation for potential liability issues. These records must be archived by the City Recorder after the emergency has subsided.~~
- ~~☐ Make sure that all agencies involved in responding are taking measures to maintain their own safety.~~

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- ~~✘ As soon as is reasonable, tour the disaster site and take photos for records coordinate with City Recorder.~~
- ~~✘ After your tour, advise the City Council of issues dealing directly with risk management and responder safety.~~
- ~~✘ Also tour the established shelters and assist the Community Services Coordinator to correct any hazards and prevent any injuries inside of the shelter.~~
- ~~✘ Communicate with the Community Services Coordinator to ensure safety at all established temporary shelters. If possible, have a trained medical responder treat small wounds at the shelter rather than transporting them to hospitals.~~
- ~~✘ Communicate with the Community Services Coordinator to ensure that proper food handling procedures are being met.~~
- ~~✘ Notify the Weber-Morgan Health Department and have them monitor health and sanitation conditions and needs in designated shelters.~~
- ~~✘ Determine if the emergency is being surveyed for health and sanitation hazards by the Weber-Morgan Health Department.~~
- ~~✘ If decontamination is an issue at the incident, determine how it will be handled. (Riverdale City has a hazmat trailer with cleanup equipment assigned to fire service for decontamination through Weber County)~~
- ~~✘ Coordinate water testing for contamination with Public Works Department.~~
- ~~✘ Determine if arrangements should be made for bulk water supply with Public Works Department.~~
- ~~✘ If applicable, assist the IC and City Attorney in investigation and documentation for potential liability issues.~~
- ~~✘ If necessary, recommend that the city council request a CISD Team or the emergency responders on scene and in the EOC coordinate this with IC and the Police Chief.~~
- ~~✘ Communicate with the Police Chief's appointed Transportation Coordinator to ensure that all safety measures are being taken in consideration of the population with special needs, i.e. non-ambulatory, elderly, etc.~~

~~Health and Medical Coordinator (Fire Captain Shift B)~~

- ~~✘ Report to the EOC if activated.~~

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- ~~✘ Begin a log of decisions, communications, and significant events. Ensure that all members of your team are keeping records of their activities as this information can be used as documentation for potential liability issues. These records must be archived by the City Recorder after the emergency has subsided.~~
- ~~✘ Coordinate with medical facilities to determine where the injured can go for medical help and the availability of medical resources in Riverdale then communicate this information to the Community Services Coordinator, PIO, and local hospital representatives.~~
- ~~✘ Coordinate the establishment of emergency hospitals if required.~~
- ~~✘ Contact the local hospitals to begin coordinating available medical resources including the need for mental health workers. See Directory for contact names and numbers.~~
- ~~✘ Ensure that first aid stations have been established in accessible and safe areas and pass their location on to the appropriate authorities (PIO, IC, etc.)~~
- ~~✘ Ensure that there are adequate facilities for proper containment and disposal of medical wastes.~~

Volunteer and Victim Accountability Coordinator (Fire Captain Shift C)

- ~~✘ Report to the EOC if activated.~~
- ~~✘ Begin a log of decisions, communications, and significant events. Ensure that all members of your team are keeping records of their activities as this information can be used as documentation for potential liability issues. These records must be archived by the City Recorder after the emergency has subsided.~~
- ~~✘ In an emergency situation the Emergency Manager and/or City Administrator have the authority to activate CERT through the Volunteer and Victim Accountability Coordinator (Fire Captain Shift C) or his/her designee who will utilize the City Watch Emergency Notification System or the CERT phone tree to get the word out.~~
- ~~✘ Work with the Police Department Communications Coordinator as needed at hospitals, shelters or on scene.~~
- ~~✘ Work with the Shelter Coordinator to start collecting copies of shelter registration forms. The EOC will be the victim inquiry center to exchange information as to the names of people and in which shelters they are being housed.~~
- ~~✘ Work with the Emergency Manager and the PIO to determine when and under what conditions the release of victim information will be to the public and in notifications to the next of kin.~~
- ~~✘ Coordinate victim information with local hospitals and the health and medical coordinator. See Directory for contact names and numbers.~~
- ~~✘ Establish a temporary morgue. Arrange for refrigerated trucks.~~

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~~❑ The Victim Accountability Coordinator and staff will operate as planned within standard operating procedures and protocol.~~

Police Chief

Warning Phase of an Emergency

- ❑ If you feel that it is warranted, work with the City Attorney on the need for curfew and how to enforce it.
- ❑ Although not present in all disasters, address the possibility of looting.

After the Emergency has begun

- ❑ Report to the EOC and get an update on the emergency.
- ❑ Maintain a direct line of communication with the IC, Emergency Manager Mayor, City Administrator and PIO.
- ❑ Have Police Executive Secretary log actions, activities, decisions, communications, major events, etc. Make sure that all coordinators under your control are doing the same. These records must be archived by the City Recorder after the emergency has subsided.
- ❑ Coordinate visitor control at the EOC.
- ❑ Each individual department director is responsible for the allocation of available resources in their respective control. These decisions are made by a request of the IC on scene.
- ❑ If needed, designate a Resource Coordinator for the Public Safety Department who will work with the Accounts Payable Clerk.
- ❑ Assign Traffic Coordinator if necessary (Traffic Sergeant)
- ❑ Assign Logistic Coordinator if necessary (Scheduling Sergeant)

Police Executive Secretary

- ❑ Report to the EOC or other designated area to assist Police Chief.
- ❑ Document all decisions, assignments, financial requests, logistic and personnel decisions. Make sure that all coordinators under your control are doing the same. These records must be archived by the City Recorder after the emergency has subsided.

Public Information Officer (Assistant Police Chief)

Warning Phase of an Emergency

- ❑ Coordinate with departments on what information needs to be released before an action takes place, i.e. evacuation, in-place sheltering, anticipated weather information, etc.

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- ❑ Prepare printed material (if applicable) for media and quick distribution to public and monitor media reports.
- ❑ **Emergency Alert System (EAS)**
- ❑ If the desired action is to activate the emergency alert system, contact the Weber County Sheriff's Office (see Directory). Give them the brief necessary information to be broadcast. This information should answer who, what, where, when, why and how.
- ❑ Call back the Weber County Sheriff's Office to update or cancel the EAS

After the Emergency has begun

- ❑ Report to the EOC and get an update on the emergency.
- ❑ Maintain a direct line of communication with the IC, Emergency Manager, Mayor, City Administrator and PIO.
- ❑ Appoint an Administrative Assistant to log actions, decisions, communications, etc. Make sure that all coordinators under your control are doing the same. These records must be archived by the City Recorder after the emergency has subsided.

People Need Information About:

- Auxiliary information such as shelter location including where medical, shelter, and food services may be obtained, volunteer information, and special citywide instructions.
 - Damage to community.
 - What services are/are not available?
 - What Riverdale staff is doing to restore lost services including response efforts on scene and the status of the incident.
 - Estimates of how long services will be out
 - What the public should do and plan for.
- ❑ Set up the Joint Information Center (JIC) to be the city's information hub for EOC personnel, the public, and media at the Riverdale Police Department or another designated location if this building has suffered structural damage. See JIC set up for instructions.
- ❑ Meet with the City Administrator and/or Mayor. Prepare information to be released to the public either by the Mayor or yourself.
- ❑ Handle ~~inquires~~inquiries from the media. Schedule regular press conferences. Let media and public know where and when information will be released, the media release area will ~~be located in~~be in the council chambers. (The media center must be removed from the EOC.)
- ❑ Coordinate all rumor control activities with assistance from Public Safety Department employees first before appealing for help from other departments.

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- ❑ Coordinate with all departments to have a “single voice” when information is released. Fire Department will track the injuries and deaths.

~~❑ Release the names of injured residents or employees **only after the next of kin have been notified.** Coordinate with the Shift C Fire Captain who is the designated Victim Accountability Coordinator.~~

~~❑~~

- ❑ Determine the value of the information received.

- ❑ Attend City Council briefings and recommend response priorities.

Patrol Division (~~Patrol Lieutenant~~Assistant Police Chief)

~~❑ Report to the EOC or other designated area.~~

- ❑ Patrol ~~Lieutenant~~Sergeant is responsible for all operational duties.
- ❑ The Patrol Division will provide law and order as needed on scene and throughout the city.
- ❑ The Patrol Division will respond to an incident as planned within their standard operating procedures and protocol.
- ❑ The Patrol Division will be responsible for emergency communications including radio, telephone, 9-1-1, etc.
- ❑ Off duty officers will be called back as needed.
- ❑ If needed, mutual aid agreements will be activated.
- ❑ Begin a log of decisions, communications, and significant events. Ensure that all members of your team are keeping records of their activities as this information can be used as documentation for potential liability issues. These records must be archived by the City Recorder after the emergency has subsided.

Animal Services (Animal Control Officer)

- ❑ Report to the EOC or other designated area.
- ❑ The Animal Control Officer will be used for animal related problems.
- ❑ As shelters are established, have areas designated to house animals outside. Animals are not allowed inside a Red Cross established shelter with the exception of service animals.
- ❑ Begin a log of decisions, communications, and significant events. Ensure that all members of your team are keeping records of their activities as this information can be used as

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documentation for potential liability issues. These records must be archived by the City Recorder after the emergency has subsided.

Investigations -~~(Investigation Sergeant)~~~~Administrative Lieutenant)~~

- ❑ Report to the EOC or other designated area.
- ❑ Administrative Lieutenant is responsible for all planning duties.
- ❑ In the event of a criminal catastrophe, the investigations division will assume the lead of all criminal investigations pertaining to these events.
- ❑ All officers within the investigation division will assume duties in patrol or other duties as the emergency/disaster dictates.
- ❑ Begin a log of decisions, communications, and significant events. Ensure that all members of your team are keeping records of their activities as this information can be used as documentation for potential liability issues. These records must be archived by the City Recorder after the emergency has subsided.

Communications Coordinator (~~Patrol Assistant~~~~Patrol Sergeant~~)

- ❑ Report to the EOC or other designated area.
- ❑ Begin a log of decisions, communications, and significant events. Ensure that all members of your team are keeping records of their activities as this information can be used as documentation for potential liability issues. These records must be archived by the City Recorder after the emergency has subsided.
- ❑ Maintain a direct line of communication with the IC and/or Police Chief, Emergency Manager, Mayor, City Administrator and PIO.
- ❑ Designate a runner to take and receive written messages and those messages which cannot be transmitted by radio or telephone.
- ❑ Obtain information on status of each department's communication resources.
- ❑ See that redundant communication links are established between the EOC and field personnel.

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- ❑ Coordinate with telephone companies (land lines and wireless) to restore services for emergency response needs. *See Directory for contact names and numbers.*
- ❑ Determine if there is ~~there~~ sufficient communication equipment with emergency power supplies available.
- ❑ Ensure access to communication room is restricted to authorized personnel.
- ❑ Inform all parties involved in the response of the channels assigned to the different departments and how to contact other departments and groups.
- ❑ Coordinate with the Amateur Radio Emergency Service (ARES) to augment city needs in setting up communications between shelters, field personnel and the EOC and establishing communications with other government agencies including Weber County. *See Directory for contact names and numbers.*

Transportation Coordinator ~~-(Traffic Sergeant)~~ Public Works Designee

The goals of the Transportation Coordinator are to: 1) Obtain information regarding the status of major roads; and 2) Coordinate the transportation of groups of people from point A to point B without congesting routes used by emergency vehicles and equipment.

~~❑ Report to the EOC or other designated area.~~

- ❑ Appoint at least one assistant to help with calling people and recording information including a log of decisions, communications, and significant events. Ensure that all members of your team are keeping records of their activities as this information can be used as documentation for potential liability issues. These records must be archived by the City Recorder after the emergency has subsided.
- ❑ Report information to the EOC
- ❑ Obtain a current, full size street map.
- ❑ Maintain an inventory and call list of mass transit resources, such as school buses, Greyhound or UTA buses. *See Directory for contact names and numbers.* Alert and mobilize mass transportation resources to assist in the evacuation of a disaster area, if required.
- ❑ Assist in the allocation of city vehicles and equipment.
- ❑ Be prepared to assist in obtaining a large vehicle which may be used for decontamination of victims on scene, Riverdale City has a hazmat trailer with cleanup equipment assigned to fire service for decontamination through Weber County. If necessary, secure a vehicle to transport the deceased in consultation with the Business Administrator. If the City uses private vehicles to transport victims exposed to hazmat agents or deceased individuals these vehicles must be purchased.

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- ❑ Work with all on scene teams and groups at the incident to keep information of open routes and inform the EOC of roads needing to be cleared.
- ❑ When releasing information, remind the PIO to tell the general public to stay off the roads unless completely necessary and frequently update him/her of road closures.
- ❑ Work with the Shelter Coordinator to arrange transportation of displaced people to shelter sites and the return of displaced people to their residences when the structures are declared safe.
- ❑ Work with the Shelter Coordinator to arrange transportation of food and supplies to shelter areas.
- ❑ Work with the Shelter Coordinator to arrange public transportation to emergency feeding sites, food distribution points, and clothing pick-up areas.
- ❑ Coordinate transportation needs with disabled residents at nursing homes, convalescent centers, etc.
- ❑ If necessary, designate helicopter landing zones and ensure they are staffed with adequate ground support.

Public Works Director

- ❑ Report to the EOC if activated.
- ❑ Begin a log of decisions, communications, and significant events. Ensure that all members of your team are keeping records of their activities as this information can be used as documentation for potential liability issues. These records must be archived by the City Recorder after the emergency has subsided.
- ❑ Public works will establish a command center in the main conference rooms of the public works facility. However, for coordination purposes, a department representative will staff a public works radio and telephone in the EOC.
- ❑ The public works command center will have at least one person assigned to dispatching crews in the field, performing clerical duties like message running, taking notes, or other errands, and dealing with resource needs specific to public works.
- ❑ The Public Works Billing Clerk will work directly with the Resource Coordinator(s) at the EOC to ensure staff has the resources they need to address the emergency.
- ❑ Obtain information on status of department resources including:
 - Personnel
 - Equipment, Buildings, Offices
 - Fleet Resources
 - Heavy Equipment

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- Communications
- Materials

Infrastructure Damage Assessment Coordinator (Public Works Field Maintenance Supervisor)

- ☐ Report to the public works command center.
- ☐ Begin a log of decisions, communications, and significant events. Ensure that all members of your team are keeping records of their activities including records on vehicle, manpower, and equipment use. These records must be archived by the City Recorder after the emergency has subsided.
- ☐ The public works infrastructure damage assessment coordinator will work with community development's building damage assessment coordinator at the EOC. They will coordinate inspectors in the public works department and the city's contract engineering firm.
- ☐ Obtain information from field personnel regarding impacts of the disaster on the community including:
 - Street conditions, including bridges.
 - Water distribution systems, including tanks, wells, and piping.
 - Water availability to the public.
 - Sanitary sewer system.
 - Available/unavailable utilities from other agencies (private/public).
 - Infrastructure.
- ☐ All public works damage assessment information must be submitted to the Infrastructure Damage Assessment Coordinator to allow him/her to fill out the *preliminary damage assessment report* which is the paramount requirement in declaring a disaster. A formal declaration cannot be made without the preliminary damage assessment report being submitted to the city council and Weber County's EOC.
- ☐ Coordinate and recommend response priorities during City Council briefings. Standard priorities are 1) route clearance and 2) utility restoration of critical buildings.
- ☐ Assign a utility liaison to conduct communications with the public utility companies.
- ☐ All other response functions and protocol performed by public works will follow previously established departmental plans.

If Applicable

- ☐ Assist with evacuation plans and traffic control resources such as barricades and emergency signs.

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- ❑ Prepare a plan for debris removal including disabled vehicles that may be blocking access ways.
- ❑ Lead the discussion as to where debris should be taken. Is the location temporary or permanent?
- ❑ Coordinate with the PIO and the Transportation Coordinator to identify and communicate available travel routes.
- ❑ Provide water, sewer, and power services to mass care facilities.
- ❑ Working with the Shelter Coordinator, make sure that all Riverdale shelters have sufficient basic utilities.
- ❑ Coordinate with the PIO the release of information regarding water availability, safe water concerns, precautions, etc.
- ❑ Identify sites where fuel can be acquired, a list of Riverdale's five fueling locations is attached to this EOP.
- ❑ Check with mutual aid cities and Weber County to see if they have available public works resources that can be utilized.

Flooding

- ❑ Identify flood areas and coordinate with police and PIO for warnings, evacuations, and traffic control.
- ❑ Identify routes for storm water runoff to deter flooding damage.

Community Development DirectorCommunity Development Director

- ~~❑ Report to the EOC if activated.~~
- ~~❑ Begin a log of decisions, communications, and significant events. Ensure that all members of your team are keeping records of their activities as this information can be used as documentation for potential liability issues. These records must be archived by the City Recorder after the emergency has subsided.~~
- ~~❑ Responsible for the assessment of the structural safety of the EOC (Fire Station), Community Center and City Civic Center, Police Station, Public Works/Maintenance Building and Senior Center.~~

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- ~~❑ Assign a member of staff to be a Dispatcher for the Building Damage Assessment Team. The Dispatcher should be able to immediately contact the Building Damage Assessment Team, the Building Damage Assessment Coordinator, and the Public Works Dispatcher.~~

Building Damage Assessment Coordinator (~~Building Inspector~~Community Development)

- ❑ Report to the EOC if activated.
- ❑ Begin a log of decisions, communications, and significant events. Ensure that all members of your team are keeping records of their activities including what was completed and the reasons of such. Forward these records to the City Recorder for official keeping.
- ❑ The Dispatcher must have the ability to record information given to and received from all parties contacted during the emergency.
- ❑ Report the number of injured and killed that you become aware of to the EOC.
- ❑ Immediately gather information and fill out the preliminary damage assessment report. Give one copy to the policy group, fax a copy to Weber County's State Emergency Management Division and keep a copy for your records.
- ❑ Attend Policy Group briefings and report damage assessment information to the City Administrator.
- ❑ Assemble Damage Assessment Team consisting of one Building Inspector and one Public Works Inspector. The team is to update the Damage Assessment Coordinator after a completed inspection of each targeted area and/or building. Coordinate with the Public Works Director for the availability of the Public Works Inspector.
- ❑ Coordinate damage assessment activities of all the departments including streets, utilities, Building Inspectors, Public Works Inspectors and all trained volunteers.
- ❑ Each Damage Assessment Team should carry a hand-held radio and/or cellular telephone to communicate with the EOC and Police Department and Public Works Dispatcher.
- ❑ See that damage assessments are done on buildings that could be used as potential shelters and mass care facilities, coordinating with Weber School District. The Damage Assessment Team will post each building inspected as "Safe to Enter" or "Unsafe to Enter" (**ATC 20-1 Field Manual: ~~post-earthquake~~post-earthquake safety evaluation of buildings standards second edition 2005**). The notice should also include the date and time of the inspection.
- ❑ The Damage Assessment Coordinator has the authority to contact other jurisdictions and agencies in order to provide adequate inspectors for the emergency. The Risk Manager and Business Administrator must be notified.

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- ❑ Collect information from other sources such as volunteers including CERT members, other government agencies, religious groups, and structural experts from engineering firms about damage.
- ❑ The Damage Assessment Coordinator shall issue permits to require demolition or repair to buildings in the interest of public safety and to prevent continued damage to the subject building. All repairs must meet current building codes.
- ❑ Complete the initial damage assessment report and send a copy to the City Administrator, Weber County EOC, and State EOC and retain original for your records.
- ❑ Contact with Community Services Coordinator to see if volunteers are available.

Business/Network Administrator

I. Administration

Obtain information on status of department resources including:

- Personnel.
 - Buildings and facilities (city owned).
 - Computer and telephone equipment.
 - Department communications.
- ❑ Report to the EOC if activated.
 - ❑ All receipts and distribution of resources, including special services, incurred by Riverdale City during times of an emergency will be in accordance with protocol and policies. Waiving such policies will be at the discretion of the Business Administrator or his/her designee.
 - ❑ Provide the necessary records and documentation to recoup expenses from the Federal Emergency Management Agency (FEMA) in the event of a declared disaster. Make sure that all coordinators under your control are doing the same.
 - ❑ Establish policy and give recommendations on any financial proposal or anticipated emergency expenditures.
 - ❑ Provide the necessary records and documentation to recoup expenses from the Federal Emergency Management Agency (FEMA) in the event of a declared disaster. Make sure that all coordinators under your control are doing the same.
 - ❑ If needed, assemble resource/donations and finance management teams.
 - ❑ Work with Weber County, the State of Utah, and the Federal Government for access to their financial resources. A disaster declaration precedes the request.

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- ❑ Provide data processing and technical support to assist all responders involved in ~~an emergency situation~~ an emergency by maintaining or repairing computer hardware and software necessary to perform essential duties.
- ❑ The Network Administrator will provide or coordinate support for areas of critical information, such as the dispatcher's office, the EOC, public works, fire station, and patrol cars as needed.
- ❑ The Network Administrator will be responsible to make computers operable and maintain them for essential city departments.
- ❑ The Network Administrator will assist other agencies and jurisdictions in obtaining city records within the city's computer system during an emergency with the approval of the department head.

II. Community Services

Volunteer and Victim Accountability (Community Services)

- ❑ Report to the EOC if activated.
- ❑ Begin a log of decisions, communications, and significant events. Ensure that all members of your team are keeping records of their activities as this information can be used as documentation for potential liability issues. These records must be archived by the City Recorder after the emergency has subsided.
- ❑ In an emergency situation the Emergency Manager and/or City Administrator have the authority to activate CERT through the Volunteer and Victim Accountability Coordinator
- ❑ Work with the Police Department Communications Coordinator as needed at hospitals, shelters, or on scene.
- ❑ Work with the Shelter Coordinator to start collecting copies of shelter registration forms. The EOC will be the victim inquiry center to exchange information as to the names of people and in which shelters, they are being housed.
- ❑ Work with the Emergency Manager and the PIO to determine when and under what conditions the release of victim information will be to the public and in notifications to the next of kin.
- ❑ Coordinate victim information with local hospitals and the health and medical coordinator. See Directory for contact names and numbers.
- ❑ Establish a temporary morgue. Arrange for refrigerated trucks.
- ❑ The Victim Accountability Coordinator and staff will operate as planned within standard operating procedures and protocol.

Community Services Coordinator

- ~~❑ Report to the EOC if activated.~~

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- ~~☒ Assemble individuals who can assist with duties.~~
- ~~☒ Begin a log of the information you receive, decisions you make and hours you work and if necessary secure assistants to help you in documenting the information, making phone calls and assignments.~~
- ~~☒ Gather as much confirmed information about the emergency/disaster as possible from Riverdale's PIO and brief all community service staff you have assembled.~~
- ~~☒ Assign one person to obtain from the HR Manager the personal telephone numbers of the city employees responding to the emergency or disaster.~~
- ~~☒ If an emergency shelter has been established, assign a staffer the task of providing children's books, games and treats to aid in the emotional well being of the children being housed there. That same staff member will be responsible for reclaiming items which need to be returned.~~
- ~~☒ Serve as the lead contact for all sheltering concerns and questions from city, county and state organizations.~~
- ~~☒ Communicate the number of people registered in shelters to the building damage assessment coordinator. He/she needs this information to complete the preliminary damage assessment report that is the paramount requirement for declaring a disaster.~~
- ~~☒ If needed contact the Weber County EOC and coordinate efforts with their Shelter System Officer.~~

Neighborhood, Church, School, and Business Liaison (HR Manager/Treasurer)

- ☒ Upon notification, report to your own office unless asked to report elsewhere.
- ☒ Begin a log of the information you receive, decisions you make and hours you work and if necessary secure assistants to help you in documenting the information, making phone calls and assignments.
- ☒ Assist the Business Administrator in accounting for each responder's hours logged involved in the emergency. Note who is exempt and who is not. It is possible that FEMA will pay 75 percent of all workforce expenses.
- ☒ Remind all parties involved that each person, including non-exempt staff, needs to have an accurate account of their hours spent responding to the emergency.
- ☒ Collect from each department and/or group after each shift or day records on the following:
 - Personnel – who, where, when, activity and time worked.

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- ❑ Begin accumulating, or have an assistant retrieve the shift time logs from the EOC, City Council and eventually the on-scene responders.
- ❑ Assist the City Council in continuous operations and shift changes for relief personnel for an emergency that lasts 12 hours or longer.
- ❑ Make telephone numbers readily available to the policy group, EOC, and public and press as appropriate.
- ❑ Activate your business call down list:
 - Notify the Chamber of Commerce
 - Call businesses to share information
- ❑ If you receive information about any injured or deceased victims confirm it. Once it is confirmed, relay the information to the EOC, dispatch, PIO and Victim Accountability Coordinator (~~Fire Captain Shift C~~). If you are asked about someone who is injured or deceased, you must forward the call to the Victim Accountability Coordinator.
- ❑ Assist the Business Manager in finance management by making it possible for departments and employees to quickly get the resources they need without purchase orders, contracts, etc.
- ❑ All receipt and distribution of resources, including special services incurred by Riverdale City during times of an emergency, will be in accordance with protocol and policies of the business administration department. Waiving such policies will be at the discretion of the department head or his/her designee.
- ❑ Establish contact with suppliers whom the city has pre-negotiated agreements with for supplies.

Collect from each department and/or group after each shift records on the following:

- Supplies used and purchased
- Contracts entered into
- Expenses associated with city personnel and equipment
- Cash purchases
- Receipts

Food Services Coordinator (Seniors Coordinator)

- ❑ The goal of the Food Services Coordinator is to make sure the following groups are fed in this order: EOC and support staff, victims and displaced people, first responders on scene, responding staff not on scene, and volunteers.
- ❑ Report to the EOC if activated.

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- ❑ Begin a log of decisions, communications, and significant events. Ensure that all members of your team are keeping records of their activities including what was completed and the reasons of such. Forward these records to the City Recorder for official keeping.
- ❑ Assess food needs at the scene of the incident, at city shelters, and at the EOC and contact the local chapter of the Red Cross because they are **the lead agency for feeding victims and displaced people at shelters.** *See Directory for contact names and numbers.*
- ❑ Food and water resources should be identified, along with people who can help distribute meals for a large mass of displaced people. *See Directory for contact names and numbers.*
- ❑ Assign at least three assistants to 1) victims, 2) on scene responders, and 3) EOC staff respectively. Make sure you are detailed and specific in duties for each.
- ❑ The person assigned to feed victims will ask the shelter coordinator for a count of the food needs, working closely with the Red Cross.
- ❑ The person assigned to on scene responders will ask the IC for a count of the food needs and direction on where the food should be taken.
- ❑ The person assigned to feed the EOC staff will ask the Assistant to the Emergency Manager for a count of food needs.
- ❑ If needed, get assistance from the Volunteer Coordinator (City Recorder) to arrange volunteers to assist in the assembling and distribution of meals. If volunteers are going to be used, do not let them drive to their destination unless necessary. Inform the Police Transportation Coordinator to determine if arranging transportation is appropriate to keep city streets clear.
- ❑ Periodically brief the Community Services Coordinator on the status of food needs.

Shelter Coordinator (Community Services ~~Coordinator~~ Designee)

- ❑ The goal of the Shelter Coordinator is to work closely with the Red Cross in establishing temporary emergency shelters for displaced people. He/she should check in periodically with the Community Services Coordinator.
- ❑ Report to the EOC if activated.

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- ❑ Begin a log of decisions, communications, and significant events. Ensure that all members of your team are keeping records of their activities including what was completed and the reasons of such. Forward these records to the City Recorder for official keeping.
- ❑ Contact the local Red Cross and update them on the situation and sheltering needs in coordination with the IC and PIO. The Red Cross is trained to set up and manage temporary shelters and will provide a Shelter Manager. **The Red Cross will arrange the opening of doors and usage of the shelter and restroom facilities.**
- ❑ Temporary emergency shelters should be opened and closed as soon as possible.

Before a shelter site is opened to the public:

- ❑ Coordinate with the Community Services Coordinator and Red Cross to determine if in-place sheltering would be more reasonable given the specific situation.
- ❑ Contact the building damage assessment coordinator and request a damage assessment team to inspect the designated shelter and determine if the building(s) are safe for temporary occupancy.
- ❑ Get a telephone number from the Red Cross so that you can directly communicate with the Red Cross' Shelter Manager. If normal means of communication are inoperable, work with the Police Department's Communications Coordinator to arrange for a HAM radio operator trained in ARES to be stationed at the shelter and serve as the communication link between the shelter and the EOC.

Once shelter site(s) are established:

- ❑ Make the PIO aware of the addresses of the available shelter sites.
- ❑ The Shelter Manager is responsible for keeping accurate records of every person who enters and leaves the shelter.
- ❑ If the Red Cross is not involved, the Shelter Managers are responsible to identify what special resources are needed for special needs individuals that are housed at the shelters.

Resource/Donations Management Team (Accounts Payable Clerk)

- ❑ Assist departments with their needs when they must have additional resources to carry out their duties and accept, record, track and distribute donations of money, equipment and goods. People assigned to this team should be the only contact for donations. If donations are accepted by others and the items are not needed, Riverdale City will be responsible for moving, storing, surplus or destroying the items.
- ❑ Begin a log of decisions, communications, and donations received. Remind other coordinators that everything needs to be documented and explain how you want the documentation completed. Forward these records to the City Recorder for official keeping.

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- ❑ All receipt and distribution of resources, including special services, incurred by Riverdale City during times of an emergency will be in accordance with protocol and policies of the Business Administration Department. Waiving such policies will be at the discretion of the Business Administrator.
- ❑ If needed, coordinate with the Volunteer Coordinator (City Recorder) to find out if volunteers are willing to make or solicit for financial donations.

Miscellaneous

American Red Cross

- ❑ Upon notification, the Red Cross Emergency Services Director, Disaster Services Chairman, or designee, will determine the type and quantity of resources needed to make an effective response.
- ❑ If chapter agency and resources are overwhelmed or inadequate, the chapter will notify the ARC State Lead Unit.
- ❑ If the initial or subsequent information indicates a large-scale local disaster, the Disaster Coordination Center will be activated.
- ❑ A Disaster Action Team (DAT) will be assembled and dispatched to the disaster scene by the Red Cross Emergency Services Director or designee and DATs will be rotated as seen necessary by their ~~Director~~director or designee.
- ❑ A DAT consists of: of a team leader, assistant team leader, damage assessor, family services case worker, first aid responder, and a mental health worker.
- ❑ Contact the Red Cross or a Community Mental Health Agency to schedule a critical incident stress debriefing for CERT and other volunteers to help them deal with any trauma they may have experienced during the incident.

Unique and Catastrophic Events

A unique and/or catastrophic event such as a major airline crash or large hazardous materials incident will require task oriented planning teams to be assembled to address the unique issues involved with each area of the event.

Riverdale's EOP will still be in effect and will be carried out as far as it is applicable, but due to the unusual circumstances, necessary atypical resources and unforeseen events, deviating from the plan is allowed under the direction of the executive staff.

CERT

The role of CERT is to provide assistance before professional responders are able to take action. In a major disaster CERT members have been trained to provide light search and rescue, fire

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safety and disaster first aid. In a truly catastrophic disaster CERT members will provide temporary treatment areas for victims. [Contact Weber County on deploying CERT members.](#)

~~In non-emergency situations Riverdale's Volunteer and Victim Accountability Coordinator (Fire Captain Shift C) notifies Riverdale CERT members via email or using a telephone calling chain to disseminate information. In an emergency situation the Incident Commander and/or City Administrator have the authority to activate CERT through the Volunteer and Victim Accountability Coordinator (Fire Captain Shift C) or his/her designee who will utilize the City Watch Emergency Notification System or the phone tree to get the word out.~~

~~Riverdale is divided into sections and the sections are divided into blocks. Each Section Coordinator has a list of the names and phone number of each Block Captain. The Coordinator calls the first Block Captain who then calls the next person on the list. If callers fail to reach their assigned person, they go on to the next person on the list until they are able to pass on the message. The last person calls the Coordinator to confirm completions of the chain and report the names of those not contacted.~~

~~In an emergency situation the Incident Commander and/or City Administrator have the authority to activate CERT which can be done using the City Watch Emergency Notification System or the phone tree. In the event of a major disaster, when telephone communication is not functioning, Block Captains may utilize two-way radios assigned to them by Riverdale City with a dedicated FRS channel to facilitate communication. In these cases, CERT members may need to "self activate", rapidly assessing the needs of their assigned blocks and utilizing their CERT skill to conduct rescue efforts and minimize life-threatening situations. As soon as CERT members activate, they should turn on their radios and check in with their Coordinator. Monthly radio checks insure that two-way radios are working and properly used. When a major disaster strikes, if radio communication fails due to low radio batteries, inaccessible or damaged radios or interference, communication can be done with runners, volunteers who carry written messages from one location to another. CERT members have received instruction on how to effectively pass messages via runners and will practice the procedure periodically during city-wide mock disasters.~~

~~If a Section Coordinator is not available, a Block Captain with few problems on his block should assume the role of Coordinator for that section. With information received from Block Captains, Coordinators can determine areas of critical need and the availability of team members who can support blocks where Block Captains are not functioning or are overwhelmed. CERT command can do the same with information reported by the Coordinators. All reporting and documentation to the EOC should be done using the forms in Appendix D to streamline information and includes the following information:~~

- ~~1. Status of residential high population center such as Riverdale Elementary and/or churches if they are occupied.~~
- ~~2. Fires too large for CERT teams to contain.~~
- ~~3. Location of trapped victims requiring professional assistance to extricate.~~
- ~~4. Number, location and triage status of victims.~~
- ~~5. The location of any section treatment centers that have been established including the number and triage status of the injured at each location. This number will likely grow over time requiring periodic updates.~~

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~~In a major disaster the CERT organization could also be effective in providing important community information such as reporting infrastructure problems including:~~

- ~~1. Location of downed power lines.~~
- ~~2. Location of broken gas mains.~~
- ~~3. Locations of water line and sewer breaks.~~
- ~~4. Location of any canal breaks.~~
- ~~5. Location of any significant structural damage and/or blocked roads.~~
- ~~6. Location of building with significant structural damage.~~

DRAFT

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Rapid Situational Assessment

Definition:

Rapid Situational Assessment includes all immediate operations following a disaster that are directly linked to initial damage assessment (intelligence gathering) in order to specifically determine lifesaving and life sustaining needs in Riverdale City. Rapid Assessment takes place immediately following an incident and focuses on determining the lifesaving needs, imminent hazards, and damages to critical lifelines in Riverdale. This function has also been referred to as a “Windshield Survey”

Purpose:

The ability of local governments to perform a rapid assessment accurately and with the first few moments after an incident is critical to providing an adequate and appropriate response for life threatening situations and imminent hazards. Coordinated and timely assessments permit local governments to prioritize response activities, allocate scarce resources, and request mutual aid quickly and accurately.

Rapid Assessment does not estimate the dollar value of the damage or the fine details. It’s rather, to assess the nature, magnitude and scope of the event so that policy decision makers can assign and utilize the appropriate resources to the response, based upon prioritized needs.

When Would We Use Rapid Situational Assessment?

Following a moderate to large earthquake, tornado/high wind, or other disaster that potentially affects a large area of the community where damage information is critical to establishing the magnitude of the incident. This does not mean that assessment is done in smaller incidents. Rapid assessment is always accomplished at any incident. Rather, this question is in direct relationship to a city-wide assessment process which is formally declared or directed.

Riverdale City, will automatically implement the Rapid Assessment Plan immediately following:

- Moderate to Large Earthquake
- Tornado
- High Wind with power outage/several citizens damage reports
- Other incidents with a potential wide impact

This function can be activated for a specific area of the Riverdale City as requested by an On-scene Commander (Police Sergeant, Fire Captain, and Department of Public Works Supervisor)

Procedures for implementing this function are:

Mayor and City Council:

In concert with the Riverdale Emergency Manager, City Administrator, [Fire Chief](#), Police Chief, Public Works Director, request to dispatch to implement Rapid Situation Assessment Protocol for Riverdale City.

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On Scene Commander:

Request dispatch to implement Rapid Situational Assessment Protocol for Riverdale City and Notify appropriate department and agency heads.

Rapid Situational Assessment Checklist:

The following checklists are used by field personnel and EOC coordinators to document those facilities that are assessed following an emergency, and their condition. You will also note that specific assessment instructions are associated with some of the facilities outlined herein.

High Population Facilities

- ☐ Riverdale Elementary 1160 W 4400 S
- ☐ Good Foundations Academy 5101 S. 1050 W.

Check Schools first only when Schools are in session:

Churches:

- ☐ LDS 1056 W 4400 S
- ☐ LDS 4210 S 300 W
- ☐ LDS 1175 W 5500 S
- ☐ LDS 4000 S Parker Drive
- ☐ Alpine Church 1275 W 5000 S
- ☐ Refuge Church 4800 S 1700 W

Check Churches if incidents occur during Sunday/Church hours or other activities:

Essential Facilities:

- ☐ Riverdale Fire Station/EOC/ Rec. Center ———4334 S Parker Drive
- ☐ Riverdale Police/ Administration Buildings 4600 S Weber River Drive
- ☐ Riverdale City Public Works Building 4600 S Weber River Drive(rear)
- ☐ Riverdale City Water Tank #1 500 W 5400 S
- ☐ Tank #2 and #3 Well #1 5440 S Freeway Park Drive
- ☐ Well #2 5102 S 1050 W
- ☐ Weber Basin Well 1 4800 S 700 W
- ☐ Weber Basin Well 2 5790 S South Weber Drive

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- ☐ Davis and Weber [Main Canal](#) [South Foot Hill](#) below Hill AFB
- ☐ Roy Water Secondary Water 5550 S Freeway Park Drive
- ☐ Rocky Mountain Power Substation 3975 S Pacific Ave
- ☐ Rocky Mountain Power Substation 4800 S 1500 W
- ☐ Rocky Mountain Power Substation South Weber Drive
- ☐ Riverdale Senior Center 4433 S. 900 W.
- ☐ Stoney Brooke 4390 S. 700 W.

Check Davis and Weber Canal and Roy Water only after “Earth quake event”

Transportation Routes:

Major surface streets

- ☐ Riverdale Road
- ☐ 4400 S
- ☐ 700 W
- ☐ Parker Drive
- ☐ Freeway Park Drive
- ☒ [300 West](#)
- ☒ [1050 West](#)
- ☐ [South Weber Drive](#)
- ☐ Ritter Drive

Bridges:

- ☐ I-15 @ Riverdale Road
- ☐ I-84 @ Riverdale Road
- ☐ I-84 @ 1050 W
- ☐ I-84 @ 4400 S
- ☐ I-15 @ 4400 S
- ☐ Weber River @ Riverdale Road
- ☐ Weber River @ Parker Drive

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○ North Gate 1050 W

Unique Hazards:

- Union Pacific Rail Yards Riverdale Road @ Weber River
- Weber River through Riverdale City
- America First Credit Union 1344 W 4675 S
- Hill Air Force Museum 5600 S Freeway Park Drive
- Stone Brook Assisted Living Center 4390 S 700 W
- Riverdale Senior Center 4433 S 900 W
- Gas Stations:
 - 7-Eleven 4090 S Riverdale Road
 - Sinclair 686 W Riverdale Road
 - ~~Chevron~~ 4104 S Riverdale Road
 - ~~Conoco~~ Spread Way 1055 W Riverdale Road
 - ~~Maverik~~ 899 W Riverdale Road
 - ~~Maverik~~ 1500 W Riverdale Road
 - Sam's Club Fueling Station 4945 S 900 W
- Questar Main ~~High-Pressure~~ High-Pressure Line Under Freeway Park Drive

Report all damage to on Scene Commander or EOC.

Possible Disasters:

Flood _____

Earthquake _____

Wildfire Fire _____

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Winter Storm _____

Airplane Crash/Fallen Aircraft _____

Hazardous Materials Incident/Contamination _____

Disease Outbreak/Pandemic/Epidemic/Infestation _____

Mudslide _____

Canal Break/Dam Failure _____

Blackout _____

Civil Unrest/Riot/Sabotage _____

Heat Wave Event _____

Terrorism Using Chemical, Biological, Radiological, Nuclear or Explosive Weapons _____

Nuclear Event/War _____

Severe Thunderstorm/Severe Winter Storm _____

Tornado _____

Multiple Structure Fires _____

Drought _____

High Winds/Micro Bursts _____

Explosion _____

Severe Drought/Blight _____

Oil Spill _____

Utility/Transportation Emergency _____

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ACRONYMS KEY

ARES	Amateur Radio Emergency Services
CAO	Chief Administrative Officer
CEO	Chief Executive Officer
CERT	Community Emergency Response Team
CISD	Critical Incident Stress Debriefing
COE	Corps of Engineers
DFIRM	Digital Flood Insurance Rate Map
DRC	Disaster Recovery Center
DRO	Disaster Recovery Operations
EAS	Emergency Alert System
EMS	Emergency Medical Services
EO	Executive Order
EOC	Emergency Operations Center
EOP	Emergency Operations Plan
EPA	Environmental Protection Agency
EPI	Emergency Public Information
FEMA	Federal Emergency Management Agency
FMA	Flood Mitigation Assistance
FRP	Federal Response Plan
GIS	Geographic Information System
HMA	Hazardous Materials Accidents
IC	Incident Command
IEMS	Integrated Emergency Management System
JIC	Joint Information Center
JIS	Joint Information System
NAWAS	National Warning System
NIMS	National Incident Management System
NWS	National Weather Service
PDA	Preliminary Damage Assessment
PIO	Public Information Officer
POC	Public Officials Conference
SCO	State Coordinating Officer
SLE	State and Local Exercise
SOP	Standard Operating Procedures
TD	Technical Document
UCS	Unified Command System

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APPENDIX A

**Map of Riverdale
(See Attachment)**

**Streets Map of Riverdale
(See Attachment)**

**Map of utility lines in Riverdale
(See Attachment)**

**Water Department Emergency Response Plan
(On file with the Public Works Department)**

**Mutual Aid Agreements
(On File Records Room)**

**City Organizational Chart
(See Attachment)**

Directory organized by function, group or jurisdiction

**Employee Directory
(On file with HR Manager)**

**Pre-negotiated Agreements (Supplies)
(On File Records Room)**

**ATC-20 Standards
(See Attachment)**

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Resources

Utah Resources

Be Ready Utah: [www.BeReadyUtah.orghttps://beready.utah.gov](https://beready.utah.gov)
Department of Public Safety—Emergency Services and Homeland Security: www.des.utah.gov
~~Utah Citizen Corps: www.citizencorps.utah.gov~~
Utah Commission on Volunteers: www.volunteers.utah.govwww.userve.utah.gov
Utah Emergency Management Association: www.uema.net
Utah Voluntary Organizations Active in Disaster: www.utahvoad.org
Utah Department of Public Safety: ~~hw~~<https://www.publicsafety.utah.gov>
211 Information and Referral: www.unitedwayocinformationandreferral.org.org

Citizen Corps Resources

~~National Citizen Corps: www.citizencorps.gov~~
Medical Reserve Corps: <https://aspr.hhs.gov>www.medicalreservecorps.gov
~~Community Emergency Response Teams (CERT): www.citizencorps.gov/cert~~
~~Fire Corps: www.usaonwatch.org~~
~~Volunteers in Police Service: www.policevolunteers.org~~

Nonprofit and Professional Associations

American Red Cross: www.redcrossutah.org
Institute for Business & Home Safety: www.ibhs.org
National Emergency Management Association: www.nemaweb.org
National Fire Protection Association: www.firewise.org
Public Entity Risk Institute: www.riskinstitute.org
U.S. Chamber of Commerce: www.uschamber.com

Government Resources

Federal Emergency Management Agency (FEMA): www.fema.gov
U.S. Department of Homeland Security: www.ready.gov
U.S. Small Business Administration www.sba.gov
National Voluntary Organizations Active in Disaster: www.nvoad.org
Environmental Protection Agency: www.epa.gov

Business Continuity Planning Organizations and Publications

~~Association of Contingency Planners Utah Chapter: www.aeputah.org~~
~~Disaster Recovery Institute International: www.drii.org~~
~~Global Partnership for Preparedness: www.globalpreparedness.org~~
The Business Continuity Institute: www.thebci.org
~~Contingency Planning and Management: www.contingencyplanning.com~~
Disaster Recovery Journal: www.drj.com
Disaster Resource Guide: www.disaster-resource.com
Disaster Recovery Yellow Pages: www.theDRYP.com

Cyber Security Sites

Department of Homeland Security National Cyber Alert System: www.us-cert.gov
National Cyber Security Partnership Small Business Cyber Security Guidebook:
www.cyberpartnership.org/CommonSenseGuideBus.pdf
National Cyber Security Alliance, Stay Safe Online: www.staysafeonline.info/

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Special Needs Resources

Center for Disability and Special Needs Populations: www.disabilitypreparedness.org
Disaster Preparedness for People with Mobility Impairments: www.nobodyleftbehind2.org
American Humane Association: www.americanhumane.org

APPENDIX B

Locations of Possible Shelters Within Riverdale City*
(Need Bathrooms for Extended Time Periods)

Riverdale Community Building	4360 S Parker Drive
Riverdale Senior Center	4433 S 900 W
Riverdale Elementary School	4400 S 1050 W
LDS Ward Building	4400 S 1000 W
LDS Ward Building	4000 S Parker Drive
LDS Ward Building	1175 W 5500 S
Christian Heritage School	5120 S 1050 W
Alpine Church	5050 S 1275 W
Good Foundations Academy	5101 S. 1050 W.
<u>Roy High School (Baths/Showers)</u>	<u>2150 W. 4800 S. Roy</u>
<u>T.H. Bell (Baths/Showers)</u>	<u>165 W. 5100 S. Washington Terrace</u>
<u>Bonneville High School (Baths/Showers)</u>	<u>251 E. 4800 S. Washington Terrace</u>

*All Shelter locations will be opened as needed and run by the Red Cross with local assistance from Riverdale's Community Services Coordinator.

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UTA

GREYHOUND

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DIRECTORY

Riverdale Emergency Management Services Coordinator/ Fire Chief: 801-394-5541 ext. 1284, [Cell: 801-628-6562](tel:801-628-6562)

Riverdale Police Chief: 801-394-5541 ext. 12575

Riverdale Public Works Director: 801-394-5541 ext.1217

~~**Riverdale CERT Coordinator:** 801-394-5541 ext.1282 Cell: 801-791-0160~~

~~**Riverdale Volunteer Coordination Center Director:** 801-394-5541 ext.1271~~

Local American Red Cross Chapter: 801-605-3672

Weber/Morgan Health Department: 801-399-716000

~~**Riverdale Medical Reserve Corps Coordinator**~~

~~**Riverdale Citizen Corps Council Chair**~~

UVOAD/COAD Chair

[:](#) Call 211 for help in managing spontaneous volunteers

Good Foundations Academy ~~[Headmaster Peggy Downs](#)~~ 801-393-2950 (work) 303-579-6502 (cell)

[Riverdale Elementary School](#)

Phone Company Directory Contact Names and Numbers

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Utility Companies Directory Contact Names and Numbers

- Rocky Mountain Power
Emergency Line: 252-467-4800
Notify Weber County Dispatch through Incident Commander
- Dominion
Emergency Line: 801-324-3900
Notify Weber County Dispatch through Incident Commander

~~ARES Directory Contact Names and Numbers~~ Weber County Emergency Manager

- Lisa Schwartz
Office: 801-778-6682
Cell Phone: 801-870-5153

~~CERT Directory Contact Names and Numbers~~

~~RIVERDALE CHURCHES~~ Riverdale Emergency Managers for Church's

- LDS
- Alpine

~~RIVERDALE CIVIC GROUPS~~

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Part 3 – Post Disaster Recovery

RESPONSE

Disasters and emergencies involve significant risks to life safety and welfare. Natural disasters, such as floods, involve contaminated flood water and debris that can produce a myriad of hazards. Major fires produce smoke, toxic gases, and the possibility of structural collapse. Hazardous materials events usually involve toxic materials that can cause numerous types of health hazards. Terrorism threats can involve chemical, biological, radiological, nuclear, or explosive devices. Major earthquakes can impact virtually every aspect of our society.

Riverdale's priorities for response:

1. Saving lives
2. Stabilizing the incident
3. Protecting & restoring critical facilities (systems)
4. Reducing property damage
5. Protecting the environment

Response Time - Residents may think that government is slow to respond. It typically takes the federal government at least 72 hours to respond to a local emergency. The response to Hurricane Katrina demonstrated that local, state, and federal governments can be ~~overwhelmed~~overwhelmed, and the community's expectations sometimes do not match the government's capabilities.

Public Information - Residents may report difficulty getting critical information about the disaster from the news media. Despite our efforts to communicate through the media by issuing regular news releases, local media often choose to edit the information significantly, which can make it inaccurate, or not use it at all in their reports. Our efforts to foster positive working relationships with all facets of the media include media briefings and polling media to see how they want to receive information, so they will use the information in their reports. These positive relationships are critical during times of disasters, as our staff works diligently to provide information to our residents.

RECOVERY

Recovery involves ~~all-of-a~~all-of-all the cleanup and restoration activities that are necessary to be able to return the area to normal. This involves getting ~~all-of-a~~all-of-all the damage repaired, utilities restored, and the debris cleaned up. Recovery is often the hardest phase of the disaster and may continue for an extended time. As soon as it is safe to do so, Riverdale Building Inspectors, Public Works Inspectors and Engineers will conduct preliminary

During the recovery phase, Riverdale has taken steps to be able to provide:

- Drinking water
- Emergency shelter
- Emergency medical transport/treatment
- Assistance in seeking disaster assistance

But we normally do not provide:

- Batteries
- Flashlights
- Ice
- Generators
- Food (except in shelters and mass feeding sites)
- Transportation

These items can typically be purchased or arranged through retail establishments. If you receive questions from your constituents about these issues, you may want to refer them to the phone book or Riverdale's Emergency Manager or City Recorder who have compiled lists of vendors and supplies while coordinating staff ~~72-hour~~72-hour kits.

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damage assessments to determine the level of property damage and the parts of the critical infrastructure that may be damaged.

The City of Riverdale has the primary responsibility for protecting its residents from disasters, and for helping them to recover when disaster strikes. Government agencies at all levels are key partners in this process, offering resources and programs that will help the City of Riverdale, its residents, and business owners pick up the pieces and return the community back to normal as quickly as possible.

Disaster recovery is rarely an easy process. It is financially, physically, and emotionally exhausting for everyone involved. Confusion and misinformation about relief programs often becomes an enormous source of frustration for the community members who are impacted, and for the local officials who are involved in the response. The constant delivery of information to the public regarding recovery efforts will be necessary.

Residents have their own priorities which may be different than those of the City's. Residents are often unaware of the scope of a disaster and may have unrealistic expectations about what the City of Riverdale can do for them as everyone works to recover.

Disaster Recovery Considerations

- *Debris Removal* - Debris removal on private property is typically not covered by FEMA or Riverdale and is the property owner's responsibility. If you have a constituent who has a significant problem with debris removal, call the Emergency Manager who may have information about volunteer organizations able to assist private individuals.
- *Rebuilding* - Residents may want to rebuild their house or business in the flood plain or hazard area. This brings up zoning and local ordinance issues that may need to be addressed by the City Council.
- *Generators and sandbags* – May be available from hardware stores, equipment supply companies, and equipment rental businesses but may run out during disasters. Encourage residents to have enough basic supplies on hand so that they can be on their own for at least 72 hours.

One of the most important contributions that City Council members can make is to point constituents in the right direction for the information they need. That might be to a FEMA Tele-registration number, a local assistance center, or there may be a need for volunteers to help with debris removal or other cleanup activities. If you have a constituent who has a special need for items or services, contact the EOC or the Emergency Manager.

Types of Federal Disaster Assistance

None of FEMA's programs are designed to replace individual losses 100% -- only to bring living conditions back to a "safe and habitable" condition. The majority of federal disaster assistance is conveyed in the form of U.S. Small Business Administration (SBA) Loans, not grants. Public and private entities will complete stacks of paperwork, undergo numerous inspections, and devote hundreds of staff-hours toward reimbursement for disaster-related losses. Despite these complexities, federal disaster relief is all that many individuals have to rely on to rebuild their

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lives. This is particularly true for those homeowners without flood insurance – and 30% of disaster related claims occur outside federally designated floodplain areas. Not all federal disaster relief programs are activated for every disaster. Presidential decisions about relief programs are based on the preliminary damage assessment and any subsequent information that may be discovered. Some disaster declarations will provide only Individual Assistance (private) or only Public Assistance (government). Hazard mitigation opportunities are available in most situations. Riverdale’s efforts in the damage assessment process will help ensure that residents obtain as many benefits as possible under the law.

Federal disaster assistance available under a major disaster declaration falls into three general categories:

- *Individual Assistance* - aid to individuals, families and business owners.
- *Public Assistance* - aid to public (and certain private non-profit) entities for certain emergency services and the repair or replacement of disaster-damaged public facilities.
- *Hazard Mitigation Assistance* - funding for measures designed to reduce future losses to public and private property. In the event of a major disaster declaration, all counties within the declared State are eligible to apply for assistance under the Hazard Mitigation Grant Program.

A brief overview of each of these programs follows.

Individual Assistance

This assistance is directed towards residents, business owners, individuals, and families - In every case, the disaster victim must register for assistance to establish eligibility. FEMA (or the providing agency) will verify eligibility and determine a need before assistance is offered. Individual Assistance includes the following programs.

- *Temporary Housing Assistance* - assures that people whose homes are damaged by disaster have a safe place to live until repairs can be completed. These programs are designed to provide funds for expenses that are not covered by insurance. They are available only to homeowners and renters who are legal residents of the United States and who were displaced by the disaster. Non-legal residents may be eligible for similar types of assistance through the American Red Cross or other non-governmental agencies.
- *Home Repair Assistance* - helps repair a home to a “habitable” condition. The amount of the check is based on structural damage, as determined by a FEMA inspection.
- *Rental Assistance* - provides for rent until affected structure becomes habitable.
- *Mortgage and Rental Assistance (MRA)* - provides a check to pay the rent or mortgage to prevent eviction or foreclosure.
- *Small Business Administration Disaster Loans* - The SBA can provide three types of disaster loans to qualified homeowners and businesses: Home Disaster Loans to homeowners and renters, Business Physical Disaster Loans to business owners to repair or replace disaster-damaged property, and Economic Injury Disaster Loans, which

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provide capital to small businesses and to small agricultural cooperatives to assist them through the disaster recovery period. For many individuals the SBA disaster loan program is the primary form of disaster assistance.

- *Individual and Family Grants (IFG)* - The IFG provides funds for the necessary expenses and serious needs of disaster victims that cannot be met through insurance or other forms of disaster assistance (including low interest loans from the Small Business Administration). Among the needs that can be met through the IFG Program are housing, personal property, medical, dental, funeral, transportation and required flood insurance premiums.

Other FEMA programs for individuals include Disaster Unemployment Assistance, Legal Services, Tax Relief Considerations and Crisis Counseling.

Public Assistance

FEMA Public Assistance funds the repair, restoration, reconstruction, or replacement of a public facility or portion of the infrastructure that is damaged or destroyed by a disaster. Certain private nonprofit (PNP) organizations may also receive public assistance. Eligible PNP's include educational, utility, emergency, medical, rehabilitation, and temporary or permanent custodial care facilities (including those for the aged and disabled), and other PNP facilities that provide essential services of a governmental nature to the general public.

As soon as practicable after the declaration, the State, assisted by FEMA, conducts briefings for State, local and PNP officials to inform them of the assistance available and how to apply for it. Intent to apply for assistance must be filed with the State within 30 days after the area is designated eligible for assistance.

Projects fall into the following categories: Debris removal, Emergency protective measures, Road systems and bridges, Water control facilities, ~~Public~~public buildings and contents, ~~Public~~public utilities, and Parks and Recreation. FEMA reviews and approves the project applications and obligates the Federal share of the costs (75 percent) to the State. The State then disburses funds to local applicants. The State will cover 75% of the project costs that FEMA does not cover and may elect to cover the full share not covered by FEMA.

For small projects, payment of the Federal share of the estimate is made upon approval of the project and no further accounting to FEMA is required. For large projects, payment is made on the basis of actual costs determined after the project is ~~completed~~completed, although interim payments may be made as necessary. Once FEMA obligates funds to the State, further management of the assistance, including disbursement to sub-grantees, is the responsibility of the Utah Department of Public Safety, Division of Homeland Security.

Hazard Mitigation Assistance -

-Hazard mitigation refers to sustained measures enacted to reduce or eliminate long-term risk to people and property from natural hazards and their effects. In the long term, mitigation measures reduce personal loss, save lives, and reduce the cost to the nation of responding to and recovering from disasters. Eligible mitigation projects include acquisition or relocation of properties located in high hazard areas; elevation of flood prone structures; seismic and wind retrofitting of existing structures; and protecting existing structures against wildfire.

Part 4 – Hazard Mitigation Plan

Section 1 - Introduction

The City of Riverdale is vulnerable to natural and technological (human-caused) hazards that threaten the health, welfare and security of our residents. The cost of response to and recovery from potential disasters can be substantially reduced when attention is turned to mitigating their impacts and effects ~~before~~before, they occur or re-occur.

Hazard mitigation is defined as any cost-effective action that has the effect of reducing, limiting, or preventing vulnerability of people, property, and/or the environment to potentially damaging, harmful, or costly hazards. Hazard mitigation actions, which can be used to eliminate or minimize the risk to life and property, fall into three categories: first, those that keep the hazard away from people, property and structures; second, those that keep people, property and structures away from the hazard; and third, those that do not address the hazard at all but rather reduce the impact of the hazard on the victims such as insurance. This mitigation plan has strategies that fall into all three categories.

Hazard mitigation actions must be practical, cost effective, environmentally and politically acceptable. Actions taken to limit the vulnerability of society to hazards must not in themselves be more costly than the anticipated damages.

Capital investment decisions must be considered in conjunction with natural hazard vulnerability. Capital investments can include homes, roads, public utilities, pipelines, power plants, chemical plants, warehouses and public works facilities. These decisions can influence the degree of hazard vulnerability of a community. Once a capital facility is in place, few opportunities will present themselves over the useful life of the facility to correct any errors in location or construction with respect to hazard vulnerability. It is for these reasons that zoning ordinances, which could restrict development in high vulnerability areas, and building codes, which could ensure that new buildings are built to withstand the damaging forces of hazards, are the most useful mitigation approaches a city can implement.

Often, hazard mitigation is a neglected aspect within emergency management. When local governments place a low priority on mitigation implementation activities relative to the perceived threat, some important mitigation measures may be neglected in favor of higher priority activities. Mitigation success can be achieved, however, if accurate information is portrayed through complete hazard identification and impact studies, followed by effective mitigation management. Hazard mitigation is the key to greatly reducing long-term risk to people and property from natural hazards and their effects. Preparedness for all hazards includes response and recovery plans, training, development, management of resources and the need to mitigate each jurisdictional hazard.

1.1 Adoption of Wasatch Front Regional Plan

The City of Riverdale is subject to the Wasatch Front Natural Hazard Pre-Disaster Mitigation Plan as the jurisdictions multi-hazard mitigation plan and has resolved to execute the actions in the plan.

1.2 Inclusion of Pre-Disaster Mitigation Plan

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Due to its size, the full copy of the plan is not included herewith, but a copy of the plan is available in the office of the Riverdale City Recorder. ~~The Wasatch Front Natural Hazard Pre-Disaster Mitigation Plan is also available online at: http://www.wfrc.org/new_wfrc/index.php/wfrc-publications/natural-hazard-mitigation~~

Please refer to the Wasatch Front Natural Hazard Pre-Disaster Mitigation Plan for a full description of:

- identified goals and objectives of the plan
- regional data
- capabilities assessment
- risk assessment
- regional hazards
- County –wide mitigation strategies

Section 2 – Executive Summary of Pre-Disaster Mitigation Plan

2.1 Plan Mission

The Wasatch Front Regional Council (WFRC) developed the Pre-Disaster Mitigation Plan in partnership with the jurisdictions it serves to ~~substantially and permanently reduce the region's vulnerability~~reduce the region's vulnerability substantially and permanently to natural hazards. The plan is intended to promote sound public policy and protect or reduce the vulnerability of the residents, critical facilities, infrastructure, private property and the natural environment within the region. This can be achieved by increasing public awareness, documenting resources for risk reduction and loss-prevention and identifying activities to guide the development of a less vulnerable and more sustainable community.

2.2 Plan Update

The 2008 plan represents an update of the Pre-Disaster Mitigation Plan that was approved by the cities, counties, the State and by FEMA in 2003. ~~All of~~All the demographic data, maps, vulnerability assessments and mitigation strategies have been revised to reflect the constant growth throughout the five county areas. Development pressures in hazard areas will continue to increase the risk to residents. The entire plan was reviewed and analyzed by the planning team throughout the planning process and again at the final draft stage before submittal to the state and FEMA.

2.3 Plan Organization

The plan was developed and organized within the rules and regulations established under 44 Code of Federal Regulations (CFR), Section 201.6 and contains a discussion on the purpose and methodology used to develop the plan, a profile on communities within WFRC, as well as a hazard identification study and a vulnerability analysis of eight hazards. To assist in the explanation of the above-identified contents there are several appendices included which provide more detail on specific subjects. This is intended to improve the ability of communities within the WFRC planning district to respond to emergencies and disasters. It will also document valuable local knowledge on the most efficient and effective ways to reduce loss.

2.4 Plan Funding

The plan was funded and developed under the Pre-Disaster Mitigation Program provided by the Federal Emergency Management Agency (FEMA) and the Utah Department of Public Safety, Division of Homeland Security (DHLS).

2.5 Plan Participation

Plan participation was completed as a result of a collaborative effort between the WFRC, DHLS, city and county emergency managers, fire departments, sheriff's offices, public works departments, planning commissions, assessor's offices, city and county geographic information systems (GIS) departments, special service districts, school districts, elected officials, public employees and citizens of the cities and towns within Davis, Morgan, Salt Lake, Tooele and Weber Counties. Interviews were conducted with stakeholders from the communities and workshops were conducted during the plan development phase. Additionally, through public hearings, workshops and draft plan displays, ample opportunity was provided for public participation. Any comments, questions and discussions resulting from these activities were given strong consideration in the development of this plan.

Section 3 – Plan Maintenance and Implementation

3.1 Monitoring, Evaluating and Updating the Plan

Periodic monitoring and updates of the Pre-Disaster Mitigation Plan are required to ensure that the goals and objectives for the region are kept current and that local mitigation strategies are being carried out. The plan has been designed to be user-friendly in terms of maintenance and implementation.

3.2 Annual Review Procedures

Local jurisdictions shall annually review this plan, as required by the Utah Division of Homeland Security (DHLS), or as situations dictate such as following a disaster declaration. If the participating jurisdictions or DHLS determines that a modification of the plan is warranted, an amendment to the plan may be initiated.

3.3 Revisions and Updates

Each county emergency manager will regularly monitor and annually review the plan and is responsible to make revisions and updates. The annual review is required to ensure that the goals and objectives for the region are kept current. More importantly, revisions may be necessary to ensure the plan is in full compliance with federal regulations and state statutes. This portion of the plan outlines the procedures for completing such revisions and updates. The plan will also be revised to reflect lessons learned or to address specific hazard incidents arising out of a disaster.

3.4 Five Year Plan Review

The entire plan including any background studies and analysis shall be revised and updated every five years to determine if there have been any significant changes in the region that would affect the plan. Increased development, increased exposure to certain hazards, the development of new mitigation capabilities or techniques and changes to federal or state legislation are examples of changes that may affect the condition of the plan.

The Natural Hazard Pre-Disaster Mitigation Planning Committees and Local Working Groups, with a potential membership representing every jurisdiction in the WFRC Region, will be reconstituted for the ~~five-year~~five-year review/update process. Typically, the same process that was used to create the original plan will be used to prepare the update.

If the participating jurisdictions or DHLS determine that the recommendations warrant modification to the plan, an amendment may be initiated as described below.

3.5 Plan Amendments

The Utah DHLS State Hazard Mitigation Officer, Local Mitigation Committee, or Mayor/City Administrator of an affected community will initiate amendments and updates to the plan. Further details on the amendment process are discussed in the plan.

3.6 Implementation ~~T~~through Existing Programs

Once the plan is promulgated, participating cities and counties will be able to include the plan's information in existing programs and plans. These could include Riverdale's General Plan, Capital Improvements Plan, Emergency Operations Plan, State Mitigation Plan, or City Mitigation Plans. Many of the mitigation actions developed by the cities and counties have elements of mitigation implementation including the National Flood Insurance Program (NFIP), the Utah Wildland-Urban Interface Code, the Building Code Effectiveness Grading System (BCEGS), and Community Rating System (CRS), all of which have been implemented.

3.7 Process

It will be the responsibility of Mayor/Council/Planning Commissioner(s) of each jurisdiction, as he/she/they see fit, to ensure these actions are carried out no later than the target dates unless reasonable circumstances prevent their implementation (~~t-e-i-e~~, lack of funding availability).

3.8 Funding Sources

Although all mitigation techniques will likely save money by avoiding losses, many projects are costly to implement. The WFRC jurisdictions shall continue to seek outside funding assistance for mitigation projects in both the pre- and post-disaster environment. A portion of the plan identifies the primary federal and state grant programs for WFRC jurisdictions to consider, and also briefly discusses local and non-governmental funding sources.

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DRAFT

Part 5 – Preparedness Plan

PREPAREDNESS

- Preparedness involves activities that are done before a ~~disaster~~[disaster](#), such as training, planning, community education and exercises. Riverdale City encourages others to have plans and emergency supplies for both their home and workplace and encourages people to get involved in their community and promote a neighborhood approach to emergency preparedness. Effective incident management begins with prevention and preparedness activities conducted continually, well in advance of any potential incident. Preparedness involves an integrated combination of planning, training, exercises, personnel qualification & certification standards; and equipment acquisition/certification.

Riverdale's Community Preparedness Programs

- *Riverdale Get Ready* – This two-hour course is designed to help the residents of Riverdale learn how to protect themselves and their families against all types of hazards. The focus of the course is on how to develop disaster supplies kits and how to develop, practice, and maintain emergency plans that reflect what must be done before, during, and after a disaster to protect people and their property.
- *Riverdale CERT* - The Community Emergency Response Team (CERT) Program is a ~~twenty-four hour~~[twenty-four-hour](#) course that educates people about disaster preparedness for hazards that may impact their neighborhood. This course trains them in basic disaster response skills, such as fire safety, light search and rescue, team organization, and disaster medical operations. Using the training learned in the classroom and during exercises, CERT members can assist others in their neighborhood or workplace following an event when professional responders are not immediately available to help.
- *Riverdale Fire Awareness* - This two-hour course teaches residents about the science of fire. They learn how to identify potential fire hazards, information about using smoke and carbon monoxide detectors in their home, how to conduct their own fire drills and some basic information about hazardous materials. Participants also receive hands on training in the use of fire extinguishers.
- *Riverdale Home & Personal Safety* – In this two-hour course participants learn how to make their home safer and more resistant to crime. The course teaches techniques and ideas on how they can deter burglars, vandals and how to establish a safer neighborhood by participating in a Neighborhood Watch group in their area. Participants also learn about how to reduce the risk of identity theft and what to do if their identity is stolen or compromised.
- *First Aid, CPR & AED Training* – These courses include information on how to manage minor injuries and illnesses in the first few minutes until trained emergency responders arrive. The classes include classroom discussions and practical exercises. The AED course teaches CPR and relief of choking in adults & children; Automatic External Defibrillator (AED) use and use of various types of barriers.

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Acronyms & Glossary

ARES	Amateur Radio Emergency Services
CFR	Code of Federal Regulations
CRS	Community Rating System
DPS	Department of Public Safety
DEM	Division of Emergency Management
DHLS	Division of Homeland Security
EOC	Emergency Operation Center
ESF	Emergency Support Function
FEMA	Federal Emergency Management Agency
FIRM	Flood Insurance Rate Map
GIS	Geographic Information System
HAZMAT	Hazardous Materials
HSPD	Homeland Security Presidential Directive
ICS	Incident Command System
NFIP	National Flood Insurance Program
NIMS	National Incident Management System
OARC	Ogden Amateur Radio Club
WMHD	Weber/Morgan Health Department
SOG	Standard Operating Guidelines
UDOT	Utah Department of Transportation
UHP	Utah Highway Patrol
USAR	Urban Search and Rescue
UTA	Utah Transit Authority
VOAD	Voluntary Organizations Active in Disaster
WFRC	Wasatch Front Regional Council